



**DEPARTMENT OF DEFENSE**

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**MANUAL  
FOR  
DEFENSE  
INCIDENT-BASED  
REPORTING SYSTEM**

**JULY 25, 2003**

**Under Secretary of Defense for  
Personnel and Readiness**



PERSONNEL AND  
READINESS

UNDER SECRETARY OF DEFENSE  
4000 DEFENSE PENTAGON  
WASHINGTON, D.C. 20301-4000

JUL 25 2003



## FOREWORD

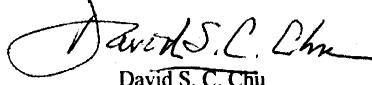
This Manual is issued under the authority of DoD Directive 7730.47, "Defense Incident-Based Reporting System (DIBRS)," October 15, 1996. It prescribes procedures for submission of information about criminal and specifically identified "high interest" incidents from occurrence through final disposition, using automated data from law enforcement and criminal investigations, flowing through prosecutions and corrections. It applies to the Office of the Secretary of Defense (OSD), the Military Departments (including the Coast Guard when it is not operating as a Military Service in the Navy by agreement with the Department of Homeland Security), the Chairman of the Joint Chiefs of Staff, the Combatant Commands, Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities in the Department of Defense (hereafter referred to collectively as "the DoD Components").

The purpose of this Manual is to standardize and institutionalize data submissions for criminal and "high interest" incident-related information required by OSD. Currently, several requirements for the submission of criminal and "high interest" information exist. Multiple submission requirements necessitate extensive coordination among the DoD Components to obtain reliable information that can be aggregated for DoD-wide use.

The file formats specified in this Manual are intended both to replace most existing and ad hoc data calls for overall law enforcement data and to satisfy congressionally mandated requirements of the Uniform Federal Crime Reporting Act (28 U.S.C. 534), the Brady Handgun Violence Prevention Act of 1994, statistical reporting requirements of the Victim Rights and Restitution Act of 1990 (42 U.S.C. 10601) and the Database on Domestic Violence Incidents (10 U.S.C. 1562).

This Manual is effective immediately and is mandatory for use by all DoD Components. The DoD Components may issue supplementary instructions with the understanding that DoD-wide standardization prevents the development of unique definitions and procedures. Send recommended changes to the Manual to: Defense Manpower Data Center, Office of the Under Secretary of Defense (Personnel and Readiness), Project Officer, DIBRS, 1600 Wilson Blvd., Suite 400, Arlington, VA 22209-2593.

The DoD Components may obtain copies of this publication through their own publications channels. Approved for public release: distribution unlimited. Authorized registered users may obtain copies of this publication from the Defense Technical Information Center, 8725 John J. Kingman Road, Suite 0944, Ft. Belvoir, VA 22060-6218. Other Federal Agencies and the public may obtain copies from the U.S. Department of Commerce, National Technical Information Service, 5285 Port Royal Road, Springfield, VA 22161. Copies are also available on the Web at <http://www.dtic.mil/whs/directives/corres/html/773047m.htm>.

  
David S. C. Chu





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## REFERENCES

- (a) [DoD Directive 7730.47](#), "Defense Incident-Based Reporting System (DIBRS)," October 15, 1996
- (b) Section 534 note of title 28, United States Code, "Uniform Federal Crime Reporting Act"
- (c) Section 10601 of title 42, United States Code, "Victims Rights and Restitution Act of 1990"
- (d) Section 922 note of title 18, United States Code, "The Brady Handgun Violence Prevention Act"
- (e) Section 1562 of title 10, United States Code, "Central Department of Defense Database on Domestic Violence"
- (f) Under Secretary of Defense (Personnel & Readiness) Memorandum, "Working Agreement on Implementing the Defense Incident-Based Reporting System (DIBRS) for Criminal and Related Offenses within the Department of Defense," September 9, 1994
- (g) Uniform Crime Reporting Handbook,<sup>1</sup> NIBRS Edition, 1992, U.S. Department of Justice, Federal Bureau of Investigation
- (h) [DoD Instruction 1030.2](#), "Victim and Witness Assistance Procedures," December 23, 1994
- (i) Under Secretary of Defense (Personnel and Readiness) Memorandum, "Establishment of DoD Database on Domestic Violence and Procedures for Submitting Domestic Violence Data," June 8, 2000
- (j) [DoD Directive 6400.1](#), "Family Advocacy Program (FAP)," June 23, 1992
- (k) Chapter 47 of title 10, United States Code, "Uniform Code of Military Justice"
- (l) [DoD 5400.11-R](#), "Department of Defense Privacy Program," August 31, 1983
- (m) [DoD Instruction 5240.4](#), "Reporting of Counterintelligence and Criminal Violations," September 22, 1992
- (n) Manual for Courts-Martial, United States, 2002 Edition
- (o) Federal Information Processing Standards 10-4, "Countries, Dependencies, Areas of Special Sovereignty, and Their Principal Administrative Divisions," April 1995<sup>2</sup>
- (p) Section 14071 of title 42, United States Code, "Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Program"

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<sup>1</sup> Copies can be obtained by writing to the Uniform Crime Reports Section, Federal Bureau of Investigation, Washington, DC 20535.

<sup>2</sup> Copies can be obtained at <http://www.nima.mil/gns/html/fips10-4.html>



- (q) [DoD 8320.1-M](#), "Data Administration Procedures," March 29, 1994
- (r) [DoD Directive 8910.1](#), "Management and Control of Information Requirements," June 11, 1993
- (s) [DoD Directive 8320.1](#), "DoD Data Administration," September 26, 1991
- (t) Federal Register, Volume 62, pages 44264, August 20, 1997
- (u) Section 591 of title 5, United States Code



## AL1. ACRONYMS

AL1.1.	<u>ASD(NI2)</u>	Assistant Secretary of Defense for Networks and Information Integration
AL1.2.	<u>DCIO</u>	Defense Criminal Investigative Organizations
AL1.3.	<u>DIBRS</u>	Defense Incident-Based Reporting System
AL1.4.	<u>DMDC</u>	Defense Manpower Data Center
AL1.5.	<u>FBI</u>	Federal Bureau of Investigation
AL1.6.	<u>NIBRS</u>	National Incident-Based Reporting System
AL1.7.	<u>OSD</u>	Office of the Secretary of Defense
AL1.8.	<u>ORI</u>	Originating Agency Identifier
AL1.9.	<u>PID</u>	Personal Identifier Data
AL1.10.	<u>UCMJ</u>	Uniform Code of Military Justice
AL1.11.	<u>UCR</u>	Uniform Crime Reporting
AL1.12.	<u>UIC</u>	Unit Identification Code
AL1.13.	<u>USC</u>	United States Code
AL1.14.	<u>USD(P&amp;R)</u>	Under Secretary of Defense (Personnel & Readiness)



## II. INTRODUCTION

### II.1. BACKGROUND

The Defense Incident-Based Reporting System (DIBRS) is designed to meet the data repository needs involved in reporting on overall law enforcement activities and statistics within the Department of Defense, as mandated by the Congress, including the National Incident-Based Reporting System (NIBRS) requirements mandated by the Uniform Federal Crime Reporting Act (reference (b)), victim and witness notifications mandated by the Victim's Rights and Restitution Act of 1990 (reference (c)), case dispositions mandated by the Brady Handgun Violence Prevention Act of 1994 (reference (d)), establishment of a central database on domestic violence incidents as mandated by the Central Department of Defense Database on Domestic Violence (reference (e)), and recurring requests for overall DoD law enforcement data. DIBRS is a joint undertaking of the Under Secretary of Defense for Personnel and Readiness (USD(P&R)), the Assistant Secretary of Defense for Networks and Information Integration (ASD(NI2)), the Inspector General of the Department of Defense, the General Counsel, DoD, and the Director of Administration and Management, Office of the Secretary of Defense. Through this joint effort, the parties intend to work together in implementing a DIBRS that can meet the Department of Defense's current and future statutory requirements under the USD(P&R) Memorandum (reference (f)). The areas with reporting responsibility are:

II.1.1. Law Enforcement. General police operations, such as those conducted by the Service Military Police and civilian police, and similar operations, as well as the Defense Protective Service;

II.1.2. Criminal Investigations. Investigations conducted by the Defense Criminal Investigative Organizations (DCIO), including the Air Force Office of Special Investigations, the Naval Criminal Investigation Service, the Army Criminal Investigation Command, and the Defense Criminal Investigative Service;

II.1.3. Command Action. Case dispositions resulting from command authority or referral for judicial action;

II.1.4. Judicial Functions. Proceedings conducted through military legal offices, and courts responsible for prosecuting DoD offenders; and

II.1.5. Corrections. Actions conducted at military correctional facilities and by persons responsible for DoD criminals convicted of a crime and sentenced to imprisonment.



## 11.2. NIBRS

Since the inception of the Uniform Crime Reporting (UCR) Program in 1930, the Federal Bureau of Investigation (FBI) has been collecting crime data dealing with offenses and arrests from approximately 16,000 county, State, and Federal law enforcement agencies. The FBI uses the data collected to publish CRIME IN THE UNITED STATES for general public use and to develop a reliable set of criminal statistics for law enforcement agencies throughout the country to use in their administration, operation, and management. Over time, the information collected has proved useful not only to law enforcement personnel, but also to the judiciary, academic community, legislators, government administrators and other people interested in social indicators and criminal statistics.

11.2.1. During the late 1970s, the law enforcement community called for the expanded use of the UCR program and developed new guidelines for reporting crime statistics. These guidelines formed the basis of the NIBRS as mandated by reference (b). The NIBRS requires law enforcement agencies, including those within the Department of Defense, to report NIBRS data to the Department of Justice (DoJ) for inclusion in the FBI-maintained system under the Uniform Crime Reporting Handbook (reference (g)).

11.2.2. The FBI assembles, publishes, and distributes the data to contributing agencies, including the Department of Defense, State UCR programs, government bodies, and others interested in the Nation's crime problem. Law enforcement agencies consider NIBRS data to be an indispensable tool in the war against crime because it provides them with detailed, accurate, and meaningful statistical data about when and where crime takes place, what form it takes, and the characteristics of its victims and perpetrators. Law enforcement personnel and government agencies armed with this information can allocate, request resources, and inform interested parties on the effort to combat crime.

## 11.3. VICTIM/WITNESS

Under reference (c), victims and selected witnesses must be notified of their rights at certain phases of the case from the time of initial contact by law enforcement through the investigation phase, prosecution phase, and if the case results in confinement, of change in confinement status. The confinement authority must advise the victim or witness of an inmate's status, to include length of sentence, anticipated earliest release date, place of confinement, the possibility of transfer, the possibility of parole or



clemency, release from confinement, escape, and death. DoD Instruction 1030.2 (reference (h)) specifies use of DD Form 2705, Victim/Witness Notification of Inmate Status, for this purpose. DIBRS requires the number of victim-witness notifications be reported to the Defense Manpower Data Center (DMDC) to meet the requirements of the Victim's Rights and Restitution Act (reference (c)).

#### II.4. BRADY HANDGUN VIOLENCE PREVENTION ACT

DIBRS shall be used to centralize the collection of reference (d) information that is reportable by the DoD Components. Under reference (d), the Department of Defense must report the following five categories to the FBI for purposes of limiting gun purchases:

II.4.1. Persons who are under indictment for, or have been convicted in any court of, a crime punishable by imprisonment for a term exceeding 1 year;

II.4.2. Persons who are fugitives from justice;

II.4.3. Persons who are unlawful users of, or addicted to, any controlled substance;

II.4.4. Persons who have been adjudicated as mental defectives or who have been committed to a mental institution; and,

II.4.5. Persons who have been separated from the Armed Forces with a dishonorable discharge.

#### II.5. CENTRAL DATABASE ON DOMESTIC VIOLENCE INCIDENTS

Reference (e) requires the Department of Defense to establish a central database of information on the incidents of domestic violence involving members of the Armed Forces. The Military Departments must maintain and report annually any information received on the following:

II.5.1. Each domestic violence incident reported to a commander, a law enforcement authority of the Armed Forces, or a family advocacy program of the Department of Defense.

II.5.2. The number of those incidents that involve evidence determined sufficient for supporting disciplinary action and, for each such incident, a description of the substantiated allegations and the action taken by command authorities in the incident.



11.5.3. The number of those incidents that involve evidence determined insufficient for supporting disciplinary action and for each such case, a description of the allegation.

#### 11.6. GENERAL CRIME REPORTING REQUIREMENT

In addition to meeting the mandatory statutory requirements, there is a need for the Department of Defense to ensure a common interface between the functional areas that make up overall DoD law enforcement. Specifically, the Services and OSD have been faced with increasing requests from the Congress, the Department of Justice, and other agencies for statistical data on criminal offenses and other high-interest issues, including suicide, fraternization, drug abuse, homosexual misconduct, sexual assault, and sexual harassment. These requests, necessitate improvements in the Department of Defense's ability to track a crime or incident through the law enforcement, criminal investigation, command action, judicial, and corrections phases. DIBRS will allow the Department of Defense to respond to requests based on a standard data system that can track a criminal incident from initial allegation to final disposition. It will allow the Department of Defense to account for cases that are processed administratively through separation or other actions. DIBRS will allow the flexibility to track non-criminal incidents or incidents which are hard to identify from the name of the offense, which is often the case with sexual harassment. It will ensure that overall law enforcement data compilations, using inputs from the various functional areas, are based on consistent data definitions and data collection requirements. DIBRS will enable the DoD Components and organizations involved in law enforcement to transfer information electronically between the functional area.



## C1. CHAPTER 1

### GENERAL INFORMATION

#### C1.1. PURPOSE

This Manual implements policy, assigns responsibilities, and prescribes procedures for:

C1.1.1. Reporting data elements needed to comply with Federal criminal incident reporting, such as the NIBRS, references (c) and (d), and a central database on the incidents of domestic violence involving members of the Armed Forces, as required by reference (e), the USD(P&R) Memorandum dated June 8, 2000, and DoD Directive 6400.1 (references (i) and (j)).

C1.1.2. Developing a central repository to enhance the Department of Defense's effectiveness in responding to executive, legislative, and ad hoc requests for statistical information relating to criminal and other high-interest incidents.

#### C1.2. DEFINITIONS

C1.2.1. Acting in Concert. The offenders actually commit or assist in the commission of the crime(s). The offenders must be aware of, and consent to, the commission of the crime(s); or even if nonconsenting, their actions assist in the commission of the offense(s).

C1.2.2. Bias. A preformed negative opinion or attitude toward a group of persons based on their race, religion, ethnicity/national origin, sexual orientation, or disability.

C1.2.3. Bias Crime. A criminal offense committed against a person or property that is motivated, in whole or in part, by the offender's bias against a race, religion, ethnic/national origin, sexual orientation or disability group. Also known as "Hate Crime." Even if the offender was mistaken in his or her perception that the victim was a member of the group he or she was acting against, the offense is still a bias crime because the offender was motivated by bias against the group.

C1.2.4. Bisexual. Of or relating to persons who experience sexual attraction toward, and responsiveness to, both males and females; a bisexual person.



C1.2.5. Case. All criminal charges brought against a particular accused for disposition at a single forum. A case may include any number of offenses resulting from any number of incidents.

C1.2.6. Central Repository. The DoD facility designated to receive Service inputs from Functional Consolidating Activities and report data to other Federal Agencies. The DMDC is the DoD Central Repository.

C1.2.7. Component-Responsible Official. The person designated by the Head of each DoD Component primarily responsible in the DoD Component for coordinating, implementing, and managing the reporting system established by reference (a).

C1.2.8. Credible Information. Information disclosed or obtained that, considering the source and nature of the information and the totality of the circumstances, is sufficiently believable to indicate criminal activity has occurred and would cause a reasonable person under similar circumstances to pursue the facts of the case further.

C1.2.9. Criminal Offense Against a Victim Who Is a Minor. Any criminal offense that consists of:

C1.2.9.1. Kidnapping of a minor, except by a parent.

C1.2.9.2. False imprisonment of a minor, except by a parent.

C1.2.9.3. Criminal sexual conduct toward a minor.

C1.2.9.4. Solicitation of a minor to engage in sexual conduct.

C1.2.9.5. Use of a minor in a sexual performance.

C1.2.9.6. Solicitation of a minor to practice prostitution.

C1.2.9.7. Carnal knowledge.

C1.2.9.8. Any conduct that by its nature is a sexual offense against a minor; or

C1.2.9.9. An attempt to commit an offense described in any of subparagraphs C1.2.9.1. through C1.2.9.8., above.



C1.2.10. Defense Incident-Based Reporting System (DIBRS). The incident-based system used to report criminal and specifically identified incidents from initial law enforcement response to offender release from confinement. It includes provisions to comply with references (b), through (d).

C1.2.11. Disabled. Of or relating to persons who have physical or mental impairments/challenges, whether temporary or permanent, due to conditions that are congenital or acquired by accident, injury, advanced age, or illness; a disabled person.

C1.2.12. Disability Bias. A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

C1.2.13. Domestic Violence. The use, attempted use, or threatened use of force or violence that constitutes an offense under the United States Code or the Uniform Code of Military Justice (UCMJ) (reference (k)), against a person of the opposite sex, or the violation of a lawful order issued for the protection of a person of the opposite sex, who is:

C1.2.13.1. A current or former spouse; or

C1.2.13.2. A person with whom the abuser shares a child in common; or

C1.2.13.3. A current or former intimate partner with whom the abuser shares or has shared a domicile.

C1.2.14. Ethnicity/National Origin Bias. A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs, and traditions (e.g., Arabs, Hispanics).

C1.2.15. Fraternization Offense. Any criminal offense under Article 133 or 134 of reference (k) consisting of fraternization or entering into an unprofessional relationship, or any criminal offense based on violation of a punitive regulation or a lawful general order, in violation of Article 92 of reference (k), involving fraternization or entering into an unprofessional relationship.

C1.2.16. Functional Consolidating Activity. An activity designated by a DoD Component to receive reports from one or more functional reporting areas, consolidate them, and report to a DoD Component Central Repository or to the DMDC.



C1.2.17. Functional-Responsible Official. Person designated by the Head of each DoD Component (or designee) who has primary responsibility for coordinating the implementation of the reporting system within the designated functional area (law enforcement, criminal investigation, judicial functions, and corrections) in the DoD Component.

C1.2.18. Gay. Of or relating to males who experience a sexual attraction toward, and responsiveness to, other males; a homosexual male.

C1.2.19. Hate Crime. See Bias Crime, paragraph C1.2.3., above.

C1.2.20. Hate Group. An organization whose primary purpose is to promote animosity, hostility, and malice against persons belonging to a racial, religious, ethnic/national origin, sexual orientation or disability group that differs from that of the members of the organization (e.g., the Ku Klux Klan, American Nazi Party, etc.).

C1.2.21. Heterosexual. Of or relating to persons who experience a sexual attraction toward, and responsiveness to, members of the opposite sex; a heterosexual person.

C1.2.22. Homosexual. Of or relating to persons who experience a sexual attraction toward, and responsiveness to, members of their own sex; a homosexual person.

C1.2.23. Lead Agency. The agency or organization whose agent or agents are first involved with the incident or to whom it is referred for investigation. When two or more agencies are involved, the NIBRS jurisdictional guidelines (see subparagraph C2.1.2.5.) should be used to designate the lead agency. If the Lead Agency designated under NIBRS guidelines is a non-DoD law enforcement agency, a "Not Reportable to NIBRS" incident report should be provided to DIBRS by the Lead DoD Agency.

C1.2.24. Lesbian. Of or relating to females who experience a sexual attraction toward, and responsiveness to, other females; a homosexual female.

C1.2.25. Minor. A child under the age of 16 years.

C1.2.26. Racial Bias. A preformed negative opinion or attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes and hair; facial features, etc.) genetically transmitted by descent and heredity that distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites, etc.).



C1.2.27. Religious Bias. A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists, etc.).

C1.2.28. Reportable Incident. An incident requiring the submission of specified data elements under reference (a). Reportable incidents include:

C1.2.28.1. Disciplinary Incidents.

C1.2.28.1.1. Incidents reportable by the DoD Components under reference (b).

C1.2.28.1.2. Incidents reportable by the DoD Components under reference (d).

C1.2.28.1.3. A criminal incident under reference (k), investigated by a military law enforcement organization pursuant to the receipt of credible information.

C1.2.28.1.4. A criminal incident involving fraternization, sexual harassment, a sex-related offense, a criminal offense against a victim who is a minor, or a hate or bias crime that is investigated by a commander, military officer, or civilian in a supervisory position, pursuant to the receipt of credible information.

C1.2.28.1.5. A criminal incident not investigated by a military law enforcement organization that is referred to court-martial, serves as the basis for the imposition of nonjudicial punishment, or results in an administrative discharge. A DIBRS incident report is required when an administrative discharge is based primarily on the commission of a criminal offense, such as discharge in lieu of court-martial, separation for misconduct, and separation based on civilian conviction.

C1.2.28.1.6. Civilian criminal incidents committed by military personnel on active duty resulting in a felony conviction, as defined in the civilian jurisdiction in which the offense is tried.

C1.2.28.2. Incidents of domestic violence reportable by the DoD Components under reference (e).

C1.2.28.3. Incidents involving the actual or attempted suicide of military personnel on active duty.



(Note: Incidents that are the subject of counterintelligence investigations shall not trigger DIBRS reporting requirements until a NIBRS reportable arrest occurs or charges under the UCMJ are preferred.)

C1.2.29. Secured Property. Property that is in a container; or structure; or upon the body of a person.

C1.2.30. Sex-Related Offense. Any criminal offense that consists of sexual misconduct, including the following offenses: Rape; Forcible Sodomy; Carnal Knowledge; Conduct Unbecoming an Officer (involving any sexually violent offense); Indecent Assault; Indecent Assault with Intent to Commit Rape; Indecent Assault with Intent to Commit Sodomy; Conduct Prejudicial to Good Order and Discipline (involving any sexually violent offense); or an attempt, conspiracy, or solicitation to commit any of the foregoing.

C1.2.31. Sexual Harassment. A form of sex discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

C1.2.31.1. Submission to such conduct is made either explicitly or implicitly a term or condition of a person's job or career.

C1.2.31.2. Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting that person; or

C1.2.31.3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidation, hostile, or offensive working environment.

C1.2.32. Sexual Orientation Bias. A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals, etc.).

C1.2.33. Spouse Abuse. Includes assault, battery, threat to injure or kill, other act of force or violence, or emotional maltreatment inflicted on a partner in a lawful marriage when one of the partners is a military member or is employed by the Department of Defense and is eligible for treatment in a Medical Treatment Facility. A spouse under 18 years of age shall be treated in this category (reference (j)).



### C1.3. POLICY

It is DoD policy that:

C1.3.1. The DoD Components comply with the reporting requirements of references (b) through (e).

C1.3.2. Cooperation between DoD functions responsible for the enforcement of laws be enhanced through an integrated reporting system.

C1.3.3. Commanders' administration of the military justice system be enhanced through analysis of data available through this reporting system.

C1.3.4. A central repository of incident-based statistical data be maintained at the DMDC to enhance DoD and Service capability to analyze trends and to respond to executive, legislative, and oversight requests for statistical data relating to criminal and other high-interest incidents.

C1.3.5. The DoD Components with law enforcement, criminal investigative, military justice, and corrections functions regularly report prescribed data to the DoD central repository to achieve the purposes in paragraphs C1.3.1. through C1.3.4., above.

### C1.4. RESPONSIBILITIES

C1.4.1. The Under Secretary of Defense for Personnel and Readiness (USD(P&R)) shall:

C1.4.1.1. Develop overall policy for DIBRS and monitor compliance with reference (a).

C1.4.1.2. Approve procedures developed by the Secretaries of the Military Departments that implement reference (a).

C1.4.1.3. Ensure that the DMDC formulates a data collection mechanism to track and report DIBRS information from initial contact through investigation, prosecution, confinement, and release, and to report NIBRS data to the FBI.

C1.4.1.4. Establish a cross-functional Defense Incident-Based Reporting Council to provide a forum for the exchange of information and the continuing operation of DIBRS. The membership shall be selected from all functional areas (law enforcement, criminal investigations, judicial functions, and corrections) from each



DoD Component. The chair shall be assigned from the OUSD(P&R). The Council shall meet quarterly or at the call of the chair.

C1.4.1.5. As the Principal Staff Assistant for purposes of DIBRS implementation, provide functional guidance to the Secretaries of the Military Departments and the Heads of the DoD Components in the discharge of their responsibilities under reference (a).

C1.4.1.6. Oversee the functions of the DMDC, which shall:

C1.4.1.6.1. Operate and maintain DIBRS central repository, to include computer support, software development, quality control, inquiry capability, and administrative support.

C1.4.1.6.2. Provide technical assistance to the Military Departments and the other DoD Components in the development of software necessary for implementation of the requirements of this Manual and reference (a).

C1.4.1.6.3. Provide programming and analytical support to the USD(P&R) for special studies requiring use of the database.

C1.4.1.6.4. Ensure that disclosure of DIBRS information containing personal identifiers within the Department of Defense shall be limited solely to the DMDC's use for official statistical analysis and record verification and outside the Department of Defense shall be limited solely to that necessary to comply with reference (d). Subject to the above disclosure provisions, DIBRS database shall be maintained so that it meets the requirements of the Defense Privacy Program (reference (1)).

C1.4.1.7. Change, reissue, or amend this Manual, as required.

C1.4.2. The Secretaries of the Military Departments and the Heads of the Other DoD Components shall:

C1.4.2.1. Ensure compliance with reference (a) and establish policies and procedures to implement DIBRS within their components.

C1.4.2.2. Designate the Component-Responsible Official for DIBRS, who shall report monthly to the DMDC under the procedures set forth in this Manual, and a Functional-Responsible Official for each relevant functional area (law enforcement, criminal investigation, judicial functions, and corrections) who shall coordinate all reporting for the DoD Component in the designated functional area.



C1.4.2.3. Designate specific reporting responsibilities within their respective DoD Components. The Service Secretaries shall assign reporting responsibilities for members of their Service who are assigned to the Combatant Commands.

C1.4.2.4. In conjunction with the DMDC, develop software necessary for implementation of the requirements of this Manual and reference (a).

C1.4.2.5. Provide for the assignment of personnel in sufficient numbers to enable DIBRS programs to be carried out effectively.

C1.4.2.6. Train personnel to comply with reference (a).

C1.4.2.7. Provide representation from each functional area in which the DoD Component has a reporting requirement to the Defense Incident-Based Reporting Council.

C1.4.2.8. Report as required under reference (a) on each person under their jurisdiction who is the subject of a reportable incident. Service reporting requirements include those cases handled by a Combatant Command for members of their component.

C1.4.2.9. Ensure that any database created pursuant to the requirements of reference (a) is maintained in accordance with reference (l), subject to the restrictions on disclosure set forth in subparagraph C1.4.1.6.4., above.

C1.4.3. The Inspector General of the Department of Defense shall:

C1.4.3.1. Develop investigative policy and perform appropriate oversight reviews of the reporting of disciplinary incident data by the DCIO. This is not intended to substitute for the routine managerial oversight of the program provided by the DCIO, the OUSD(P&R), the Heads of the DoD Components, or the Component-Responsible Officials.

C1.4.3.2. Ensure that oversight shall not conflict with the authority and responsibility of the ASD(NI2), as defined in DoD Instruction 5240.4 (reference (m)).

C1.4.3.3. Continue the current improvements to processes and systems begun under the Corporate Information Management initiative.



## C1.5. REPORTING PROCESS OVERVIEW

C1.5.1. To satisfy the requirements detailed in this Manual, a DIBRS incident report shall be initiated for each reportable incident, as defined in reference (a), by the lead investigative agency or, in those cases initiated without law enforcement or investigative involvement, by the commander of the Service member involved. DIBRS is primarily a reporting system covering active duty military personnel; however, civilians shall fall within the reporting requirements of defense law enforcement organizations under the NIBRS reporting requirement.

C1.5.1.1. The nature of reportable incidents shall be captured and tabulated through the use of specific coding defined at Appendix 1. For incidents involving civilian offenders for which there is a NIBRS reporting requirement, reporting activities shall use the appropriate NIBRS code. (See Appendix 3.) UCMJ codes, as contained in Appendix 1, shall be used when reporting on incidents involving active duty military offenders. A special non-criminal fatality code has been assigned for suicide incidents. (See Appendix 1.)

C1.5.1.2. In addition to specific offense codes, each incident shall be assigned a unique number to facilitate tracking incidents and cases across functional lines. The law enforcement agency or command originally reporting the incident shall use its identification number (FBI Location Number and Incident Number) from initiation of DIBRS reporting through final resolution.

C1.5.2. Each month, all of the DoD Components shall report new and updated information to the activity designated by the DoD Component to act as the central collection point for the functional reporting area (Functional Consolidating Activity). The DoD Components may choose to set up Component-wide Repositories. Either the Functional Consolidating Activity or the Component-wide Repository shall send monthly submissions to the DMDC to build DIBRS database. The DMDC shall provide a DoD response to reporting requirements under the NIBRS, references (c) through (e), as well as answer recurring requests for criminal activity data. The DMDC shall use DIBRS data to comply with requirements for the NIBRS, references (c) through (e), and general statistical reporting, including judicial, nonjudicial, and administrative dispositions of incidents.

C1.5.3. No organization shall submit personal identifying information to the DMDC that could jeopardize or compromise any ongoing investigation. In addition, personal identifying information shall not be reported on any reportable incident without a "probable cause" determination that there are reasonable grounds to believe that an offense has been committed and that the person to be identified as the offender



committed it. The following developments involving the offender shall be construed as the equivalent of a "probable cause" determination and trigger the requirement to report personal identifiers as Arrestee/Offender data:

C1.5.3.1. Apprehension.

C1.5.3.2. Taking into custody.

C1.5.3.3. Ordering into pretrial confinement.

C1.5.3.4. Preferral of charges.

C1.5.3.5. Imposition of nonjudicial punishment.

C1.5.3.6. Approval of separation from the Service, or

C1.5.3.7. Conviction by civilian court.

C1.5.4. The functional areas with DIBRS reporting responsibilities are detailed below.

C1.5.4.1. Law Enforcement. Military law enforcement agencies in most cases shall be responsible for initiating the process. DIBRS reporting process shall be triggered when law enforcement officials respond to a credible report of a criminal incident. Law enforcement officials shall collect information necessary to fulfill reporting responsibilities, including the data required by the NIBRS. If the crime is determined to be outside the jurisdiction of the law enforcement organization, DIBRS reporting responsibility shall be passed to the appropriate agency, such as the DCIO, the FBI, or the local authority that has accepted investigative jurisdiction of the case. The responsible DoD Component shall determine whether the case is reportable to the NIBRS based on guidance provided in this Manual. The Functional-Responsible Official shall implement procedures to consolidate and forward monthly DoD Component-wide data to the DMDC.

C1.5.4.2. Criminal Investigations. The two areas involved in DIBRS that fall within the criminal investigations area of responsibility are the NIBRS and the reporting requirements under reference (c). If the investigation is initiated by or referred to a criminal investigative organization and that organization assumes the lead investigative role, it also assumes DIBRS reporting responsibility. The investigative organization must coordinate with referring agencies to ensure that NIBRS reporting responsibility is clearly understood. The Functional-Responsible Official shall implement procedures to establish a Functional Consolidating Activity and forward monthly DoD



Component-wide data to the DMDC. A DIBRS incident report shall be considered "cleared" for purposes of NIBRS reporting upon apprehension, arrest, or an equivalent stage in the investigative process.

C1.5.4.3. Command Action. Investigative agencies shall normally refer cases involving military offenders to the responsible commander for appropriate action. In these cases, a DIBRS entry for the incident should be initiated by the law enforcement activity with the lead investigative responsibility. The commander may refer the case to staff agencies, dispose of the case pursuant to administrative or nonjudicial authority; or refer the case to court-martial or to an appropriate convening authority for ultimate disposition. Once the action is complete, the commander taking final action on the case shall report the final disposition action to the Functional Consolidating Activity. If the case is forwarded to another convening authority for action, the commander assuming jurisdiction over the case shall be responsible for forwarding appropriate DIBRS identifying information. In some instances, commanders shall be required to initiate DIBRS reporting when a military law enforcement activity is not involved. Commanders must ensure there is reasonable grounds to believe an offense has been committed and that the person to be identified as the offender committed it. Preferral of charges, imposition of nonjudicial punishment, approval of separation from the Service, and conviction by a civilian court are all examples of reasonable grounds. Commanders shall ensure that reporting responsibilities and requirements as prescribed in this Manual are met in these cases.

C1.5.4.4. Judicial Functions. The two areas involved in DIBRS that fall in the judge advocate area of responsibility are the reporting requirements under reference (c) and the results of the trial reporting required by Rule of Court Martial 1101 (reference (n)). Judicial function officials shall report the results of the trial and the identifying information for offenders disabled under reference (d). Legal organizations with DIBRS reporting responsibilities shall forward data to the Functional Consolidating Activity on a monthly basis. The Functional Consolidating Activity shall forward data to the DMDC on a monthly basis.

C1.5.5.5. Corrections. Confinement facility officials are responsible for entering DIBRS data on prisoners confined in the facility, regardless of the DoD Component of the member's branch of Service. The Army, as the Executive Agent for Level III Corrections shall be responsible for updating DIBRS entries for those military prisoners transferred from Army facilities to the Federal Bureau of Prisons. DIBRS reporting shall document significant changes in the confinement status and release from confinement. Correctional facilities shall also report data concerning victim and witness notifications and entries documenting that sex offender registration processing has been completed if required by the appropriate officials involved in the case.



Confinement facilities shall submit DIBRS data reports to a DoD Component Central Confinement Repository on a monthly basis. Data gathered from the monthly submission of these reports shall be consolidated to complete confinement and victim and witness assistance reports currently prepared for the Department of Defense, the Congress, and the Department of Justice.



## C2. CHAPTER 2

### SEGMENT FORMATS

#### C2.1. DISCIPLINARY INCIDENTS

##### C2.1.1. General

C2.1.1.1. DIBRS is primarily a reporting system covering military personnel on active duty. Civilians may fall within the reporting requirements of law enforcement under the NIBRS. Determination that an incident is reportable under the NIBRS simply identifies those incidents and the related data elements that must be forwarded by the DMDC to the FBI to fulfill the requirements of the NIBRS. Except for those cases involving civilians, these cases shall also require the submission of additional data under DIBRS.

C2.1.1.2. The NIBRS requirement is comprised of six segments (i.e., Administrative Segment, Offense Segment, Property Segment, Victim Segment, Offender Segment, Arrestee Segment) and 53 data elements. FOR MILITARY PERSONNEL ON ACTIVE DUTY ONLY, DIBRS adds Commander's Action Segment, Results of Trial Segment, and Corrections Segment. Data elements required for references (c), (d), and (e) reporting requirements are contained throughout all segments. Reporting requirements for civilian offenders are only those required by the NIBRS, therefore only the segments described in paragraph C2.1.2., below, should be submitted for civilians.

C2.1.1.3. In most cases, an initial incident report shall contain an Administrative Segment, Offense Segment(s), Property Segment(s) (if applicable), Victim Segment(s), and Offender Segment(s). Arrestee Segments may also be included if arrests were made by the time the initial report was submitted. However, in most cases, arrests shall be made after the initial report and the Arrest Segments shall be submitted as "updates" to the initial report. Likewise, the Commander's Action Segment, Results of Trial Segment, and Corrections Segment shall generally be submitted as "updates."

##### C2.1.2. NIBRS Reporting

C2.1.2.1. The FBI compiles detailed reports on two types of offenses, Group "A" and Group "B." (See Appendix 3.) The two groupings are based on the amount of reporting required to be forwarded to the FBI for each grouping. All six NIBRS



segments are required for Group "A" offenses. However, offenses listed as Group "B" should be reported on arrest and consist of the Administrative Segment and an Arrestee Segment for each arrestee.

C2.1.2.2. Required NIBRS segments and subsequent updates should be submitted for EACH incident, as defined in subparagraph C2.1.2.4., below, even if in each incident the offender is the same and all incidents would normally be disposed of as one case.

C2.1.2.3. If an arrest involving a Group "A" offense occurs for which there was no initial incident report previously submitted (e.g., an "on view arrest"), a complete incident report must be created and submitted, which not only provides the Arrestee Segment, but also the Administrative, Offense, Offender, and, as applicable, Property and Victim Segments.

C2.1.2.4. An "incident" is defined for NIBRS reporting purposes as one or more offenses committed by the same offender, or group of offenders acting in concert, at the same time and place. "Acting in Concert" requires that the offenders actually commit or assist in the commission of the crime(s). The offenders must be aware of, and consent to, the commission of the crime(s); or even if nonconsenting, their actions assist in the commission of the offense(s). This is important because all of the offenders in an incident are considered to have committed all of the offenses in the incident. If one or more of the offenders did not act in concert, then there is more than one incident involved. "Same time and place" means that the time interval between the offenses and the distance between the locations where they occurred were insignificant. Normally, the offenses must have occurred during an unbroken time duration and at the same or adjoining locations(s). However, incidents can also be comprised of offenses that by their nature involve continuing criminal activity by the same offender(s) at different times and places, as long as the activity is deemed to constitute a single criminal transaction.



C2.1.2.4.1. Example: Two offenders robbed a bar. The bartender was forced at gunpoint to surrender money from the cash register. The robbers also took money and jewelry from three customers. One of the robbers, in searching for more customers to rob, found a female customer in the rest room and raped her there outside the view of the other offender. When the rapist returned, both robbers left. There were two incidents, one involving robbery and the other involving forcible rape, because the offenders weren't "acting in concert" in both offenses. If, however, the rape had occurred in the bar and the other offender told the rapist to stop and only rob the victim, there was only one incident with two offenses. Although the other robber did not consent to the rape, by displaying a gun he prevented someone coming to the victim's assistance and thereby assisted in the commission of the crime.

C2.1.2.4.2. Example: Over a period of 18 months, a computer programmer working for a bank manipulated the bank's computer and systematically embezzled \$70,000. The continuing criminal activity constituted a single "incident" involving the crime of embezzlement.

C2.1.2.5. To be certain that data are not reported more than once by overlapping jurisdictions, the following guidelines have been developed for NIBRS reporting:

C2.1.2.5.1. The city law enforcement agencies report offenses that occur within their city boundaries for offenses in which they are the investigative agency.

C2.1.2.5.2. County and State law enforcement agencies report offenses that take place in their jurisdiction for which they are the investigative agency.

C2.1.5.3. Federal Agencies report offenses within their investigative jurisdictions if they are not being reported by a local/State law enforcement agency.

C2.1.5.4. When two or more Federal, State, or local agencies are involved in the investigation of the same offense and there is a written or oral agreement defining the roles of the investigating agencies, the agreement should designate which agency shall report the offense.

C2.1.5.5. When two or more Federal Agencies are involved in the investigation of the same offense and there is no written or oral agreement defining their roles, the Federal Agency having "lead" or "primary" investigative jurisdiction shall report the incident. If there is uncertainty as to which is the "lead" or "primary" Agency, the Agencies should agree on which Agency shall report the offense.



C2.1.5.6. Agencies report only those arrests made for offenses committed within their own boundaries/jurisdictions.

C2.1.5.7. Likewise, the recovery of property is reported only by the Agency that first reported it missing and/or stolen, regardless of who or what Agency recovered it.

### C2.1.3. Non-NIBRS Reporting

C2.1.3.1. There are incidents that may trigger DIBRS reporting requirements but not the NIBRS (e.g., offenses under the UCMJ, as listed in Appendix 1, that do not have NIBRS codes, or Category B offenses when there is no arrest). In addition, reportable disciplinary incidents where only Category B reporting for the NIBRS is triggered AND active duty military members are the offenders, have additional reporting requirements under DIBRS. In all these instances, the Administrative Segment, Offense Segment, Property Segment, Victim Segment, Offender Segment, Arrestee Segment, Commander's Action Segment, Results of Trial Segment, and Corrections Segment, as applicable, still must be submitted.

C2.1.3.2. When reporting the felony conviction of military personnel on active duty for civilian criminal incidents, the Results of Trial and Corrections Segments need not be submitted.

## C2.2. DoD DATABASE OF DOMESTIC VIOLENCE INCIDENTS

Under the provisions of reference (e) each domestic violence incident reported to a commander, a law enforcement authority of the Armed Forces, or a family advocacy program of the Department of Defense shall be reported. Reporting requirements include: the number of those incidents that involve evidence determined sufficient for supporting disciplinary action and, for each such incident, a description of the substantiated allegations and the action taken by command authorities in the incident; and the number of those incidents that involve evidence determined insufficient for supporting disciplinary action and for each such case, a description of the allegation. The database required by references (e) and (i) shall be a subset of DIBRS comprised of data elements from seven segments (i.e., Administrative, Offense, Property, Victim, Offender/Arrestee, Commander's and Results of Trial Segments). The DMDC shall match Family Advocacy Program data, as defined, in reference (j), with DIBRS data submitted according to this Manual to satisfy reportable information requirements.



### C2.3. OTHER REPORTABLE INCIDENTS

C2.3.1. Incidences of non-criminal fatalities such as suicide of active duty military members require the submission of the Administrative, Offense, and Subject (Offender) Segments.

C2.3.2. Reference (d) makes reportable instances where a person is adjudged a mental defective or committed to a mental institution.

### C2.4. ADMINISTRATIVE SEGMENT

C2.4.1. The Administrative Segment contains administrative information that is applicable to the entire incident report (e.g., the identifying number assigned to the incident and the date and hour the incident occurred). A single Administrative Segment is to be submitted for each reported incident. Specific information on each data element is included in the Data Element Dictionary, Appendix 6.

C2.4.2. The data elements used in the Administrative Segment are:

C2.4.2.1. FBI Location Number [The FBI calls this the Originating Agency Identifier (ORI) Number].

C2.4.2.2. Incident Number.

C2.4.2.3. Segment Type.

C2.4.2.4. Report Type.

C2.4.2.5. Reportable to the NIBRS.

C2.4.2.6. Incident/Report Occurred Date Category.

C2.4.2.7. Incident/Report Occurred Begin Date/Hour.

C2.4.2.8. Incident/Report Occurred End Date/Hour.

C2.4.2.9. Incident Clearance Reason.

C2.4.2.10. Exceptional Clearance Date.



C2.4.2.11. Number of Victims Notified (DD Form 2701, "Initial Information for Victims and Witnesses of Crime").

C2.4.2.12. Number of Witnesses Notified (DD Form 2701).

C2.4.3. This segment is prepared by the lead agency. The segment may be updated at any time within the incident life cycle.

C2.4.4. For purposes of making entries in Field 11 of the Administrative Segment, "Incident Clearance Reason," the following developments shall be equivalent to an arrest (leading to block marked "X"):

C2.4.4.1. Apprehending or taking the accused into custody.

C2.4.4.2. Ordering the accused into pretrial confinement.

C2.4.4.3. Preferring charges.

C2.4.4.4. Initiating nonjudicial punishment proceedings.

C2.4.4.5. Initiating administrative separation based on commission of criminal offenses.

C2.4.4.6. Any other circumstances in which the following three criteria are met:

C2.4.4.6.1. Investigation clearly and definitively establishes the identity of an offender.

C2.4.4.6.2. Probable cause exists to support prosecuting the offender.

C2.4.4.6.3. Location of the offender is known.



Figure C2.F1. Administrative Segment

FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD NAME
1	<b>FBI Location Number</b>	TEXT	1	9	Derived: Organization-Designator Source Assigned Identifier
2	<b>Incident Number</b>	TEXT	10	12	Derived: Organization-Designator Source Assigned Identifier; Situation Identifier
3	<b>Segment Type</b>	M	22	1	No Standard
4	Report Type	A=ADD M=MODIFY D=DELETE	23	1	No Standard
5	Reportable to NIBRS	Y=YES N=NO	24	1	No Standard
6	Incident/Report Occurred Date Category	I=Incident R=Report	25	1	
7	Incident/Report Occurred Begin Date	YYYYMMDD	26	8	Situation-Schedule-Component Date
8	Incident/Report Occurred Begin Time	9999	34	4	Situation-Schedule-Component Time
9	Incident/Report Occurred End Date	YYYYMMDD	38	8	Situation-Schedule-Component Date
10	Incident/Report Occurred End Time	9999	46	4	Situation-Schedule-Component Time
11	Incident Clearance Reason	U=Unfounded X=Arrest or Arrest Equivalent A=Death of Offender B=Prosecution Declined C=Extradition Declined D=Victim Refused to Cooperate E=Juvenile, No Custody	50	1	Examination-Closure-Reason Code
12	Exceptional Clearance Date	YYYYMMDD	51	8	Examination-Closure Reason Effective Date



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD NAME
13	Number of Victims Notified (DD Form 2701)	999	59	3	Derived
14	Number of Witnesses Notified (DD Form 2701)	999	62	3	Derived

## C2.5. OFFENSE SEGMENT

C2.5.1. Offense Segments are used to identify and describe the types of offenses involved in the incident (e.g., Arson, Prostitution, etc.). An Offense Segment is submitted for each of the (up to) 10 most serious (as determined by the reporting agency) Offenses in the incident. Only one Offense Segment is to be submitted for each reported Offense Identifier even though there may have been more than one victim of the crime. At least one Offense Segment must be submitted for each incident report.

Example: In the same incident, the offender assaulted two persons by threatening them with a handgun. Only one Offense Segment should be submitted with Aggravated Assault entered as the Offense Identifier. (Note: Two Victim Segments should also be submitted which are linked to this Offense Segment by entering the appropriate offense code into Victim Connected to Offense Information.)

C2.5.2. The data elements used in the Offense Segment are:

C2.5.2.1. [Header Elements].

(Note: While FBI Location Number, Incident Number, Segment Type, and Report Type are part of the Administrative Segment, they are repeated in all other segments for the purpose of linking those segments to the Administrative Segment.)

C2.5.2.2. Offense Code Information [Offense Statutory Basis + Offense Result + Offense Identifier].

C2.5.2.3. Offender(s) Suspected of Using Alcohol.

C2.5.2.4. Offender(s) Suspected of Using Drugs.

C2.5.2.5. Offender(s) Suspected of Using Computer Equipment.



C2.5.2.6. Location of Offense.

C2.5.2.7. On Uniformed Service Installation.

C2.5.2.8. U.S. State or Possession.

C2.5.2.9. Offense Location Country Code.

C2.5.2.10. Number of Premises Entered.

C2.5.2.11. Method of Entry.

C2.5.2.12. Type of Criminal Activity.

C2.5.2.13. Type Weapon/Force Used.

C2.5.2.14. Gun Category.

C2.5.2.15. Bias Motivation.

C2.5.3. This segment is prepared by the lead agency. This agency shall retain the update responsibility for quality control.

Figure C2.F2. Offense Segment

FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
<b>1</b>	<b>FBI Location Number</b>		1	9	Derived: Organization- Designator Source Assigned Identifier
<b>2</b>	<b>Incident Number</b>		10	12	Derived: Organization- Designator Source Assigned Identifier; Situation Identifier
<b>3</b>	<b>Segment Type</b>	F	22	1	No Standard
4	Report Type	A=ADD M=MODIFY D=DELETE	23	1	No Standard



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
15	<b>Offense Statutory Basis</b>	A=Uniform Code of Military Justice B=Non-Criminal Fatality (High Interest) C=State D=Local E=Foreign F=Federal, Non-Uniform Code of Military Justice	24	1	Derived: Offense Statutory Basis Code; Organization-Guidance Reason Code
16	<b>Offense Identifier</b>	See Appendix 1.	25	6	Offense Identifier
17	<b>Offense Result</b>	A=Attempted C=Completed	31	1	Offense Name
19	Offender Suspected of Using Alcohol	Y=Yes N=No	32	1	Person-Situation-Material-Item Reason Code
20	Offender Suspected of Using Drugs	Y=Yes N=No	33	1	Person-Situation-Material-Item Reason Code
21	Offender Suspected of Using Computer Equipment	Y=Yes N=No	34	1	Person-Situation-Material-Item Reason Code
22	Location of Offense	01=Air/Bus/Train Terminal 02=Bank/Savings and Loan (includes other financial institutions, credit union) 03=Bar/Night Club/Officer Club/NCO Club 04=Church/Synagogue/ Temple (includes other religious buildings) 05=Commercial/Office Building 06=Construction Site 07=Convenience Store, Shoppette 08=Department/Discount Store, Exchange 09=Drug Store/Doctor's Office/Hospital,Clinic (includes medical supply building) 10=Field/Woods, Training Area 11=Government/Public Building 12=Grocery/Supermarket, Commissary 13=Highway/Road/Alley (includes street) 14=Hotel/Motel/Etc. (Includes other temporary military lodging) 15=Jail/Prison/ Corrections Facility (includes penitentiary)	35	2	Derived: Facility Category Code



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
22	Location of Offense (Continued)	16=Lake/Waterway/Ocean 17=Liquor Store, Class VI 18=Parking Lot/Garage, Motor Pool 19=Rental Storage Facility (includes "Mini-Storage" and "Self-Storage" buildings) 20=Residence/Home (includes apartment, condominium, and nursing home, Quarters, Barracks, BOQ/BEQ) 21=Restaurant, Dining Facility (includes cafeteria) 22=School/College (includes university) 23=Service/Gas Station 24=Concessionaire/ Specialty Store 25=Child Care Center 26=Recreation Area/Park 27=Training Center/Service School 28=On Board Ship	35	2	Derived: Facility Category Code
23	On Uniformed Service Installation	Y=Yes N=No	37	1	Organization-Facility-Usage Code
24	U.S. State or Possessions	See Appendix 2.	38	2	State Code
192	Offense Location Country Code	See FIPS PUB 10-4 (reference (o)).	40	2	Country Code
25	Number of Premises Entered	99	42	2	No Standard
26	Method of Entry	F=Forced N= Not forced	44	1	Offense Name
<i>Type of Criminal Activity, Type Weapon/Force Used, and Gun Category occur 3 times</i>					
27	Type of Criminal Activity 1 of 3	B=Buy/Receiving C=Cultivating/ Manufacturing D=Distributing/Selling E=Exploiting Children O=Operating/Promoting/ Assisting T=Transporting/Importing U=Using/Consuming P=Possessing/Concealing	45, 49, 53	1	Offense Classification Code



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
28	Type Weapon/Force Used 1 of 3	11=Firearm (type not stated) 12=Handgun 13=Rifle 14=Shotgun 20=Knife/ Cutting Instrument 30=Blunt object 35=Motor vehicle 40=Personal Weapons 50=Poison 60=Explosives 65=Fire/incendiary 70=Narcotics/drugs 85=Asphyxiation 99=None	46, 50, 54	2	Person-Situation- Material Reason Code
29	Gun Category 1 of 3	A=Fully Automatic M=Manual S=Semiautomatic	48, 52, 56	1	Gun Category Code
30	Bias Motivation	AV=Anti-White AH=Anti-Black AD=Anti-Arab AM=Anti-Hispanic AC=Anti-American Indian AB=Anti-Alaskan AE=Anti-Asian AT=Anti-Pacific Islander AR=Anti-Multi-Racial Group AO=Anti-Jewish AI=Anti-Catholic AN=Anti-Islamic (Moslem) AU=Anti-Protestant AS=Anti-Multi-Religious Group AA=Anti-Agnostic AW=Anti-Homosexual AQ=Anti-Male Homosexual AK=Anti-Female Homosexual AL=Anti-Heterosexual AG=Anti-Bisexual AX=Unknown Bias AY=Anti-Other Religions AZ=Anti-Other Ethnicity BA=Anti-Mental Disability BB=Anti-Physical Disability	57	2	Legal-Event-Bias- Motivation Code  *Standard Codes shall be translated to FBI coding specifications by the DMDC
112	Sexual Harassment Related	Y=Yes N=No	59	1	Derived: Legal- Event Type Code; Legal-Event Offense Reason Code; Offense Name; Offense Type Code



## C2.6. PROPERTY SEGMENT

C2.6.1. Property Segments are used to describe the type, value, and quantity of property involved in the incident.

C2.6.2. A Property Segment is to be submitted for each type of property loss, e.g., burned, stolen.

C2.6.3. Property Segments are submitted ONLY IF a property loss occurs during the commission of one or more of the following offenses:

C2.6.3.1. Kidnapping/Abduction.

C2.6.3.2. Robbery.

C2.6.3.3. Arson.

C2.6.3.4. Extortion/Blackmail.

C2.6.3.5. Burglary/Breaking and Entering (B&E).

C2.6.3.6. Pocket-Picking.

C2.6.3.7. Purse-Snatching.

C2.6.3.8. Shoplifting.

C2.6.3.9. Theft From Building.

C2.6.3.10. Theft from Coin-Operated Machine or Device.

C2.6.3.11. Theft From Motor Vehicle.

C2.6.3.12. Theft of Motor Vehicle Parts or Accessories.

C2.6.3.13. All Other Larceny.

C2.6.3.14. Motor Vehicle Theft.

C2.6.3.15. Counterfeiting/Forgery.



C2.6.3.16. False Pretenses/Swindle/Confidence Game.

C2.6.3.17. Credit Card/Automatic Teller Machine Fraud.

C2.6.3.18. Impersonation.

C2.6.3.19. Welfare Fraud.

C2.6.3.20. Wire Fraud.

C2.6.3.21. Embezzlement.

C2.6.3.22. Stolen Property Offenses (Receiving, etc.).

C2.6.3.23. Destruction/Damage/Vandalism of Property.

C2.6.3.24. Drug/Narcotic Violations.

C2.6.3.25. Betting/Wagering.

C2.6.3.26. Operating/Promoting/Assisting Gambling.

C2.6.3.27. Gambling Equipment Violations.

C2.6.3.28. Sports Tampering.

C2.6.3.29. Bribery.

C2.6.4. The data elements used in the Property Segment are:

C2.6.4.1. [Header Elements].

C2.6.4.2. Property Loss By.

C2.6.4.3. Property Description.

C2.6.4.4. Date Recovered.

C2.6.4.5. Date Returned.

C2.6.4.6. Quantity.

C2.6.4.7. Value of Property.



C2.6.4.8. Ownership.

C2.6.4.9. Secured/Unsecured.

C2.6.4.10. Drug Code.

C2.6.4.11. Estimated Drug Quantity.

C2.6.4.12. Type Drug Measure.

C2.6.5. Up to 10 types of property (e.g., "Aircraft," "Alcohol," "Automobiles," etc.) can be reported to DIBRS for each type of property loss/etc. If there was no property loss/etc., no record need be submitted.

C2.6.6. Segment is prepared by the lead agency. This agency shall retain the update responsibility for quality control.



Figure C2.F3. Property Segment

FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
1	<b>FBI Location Number</b>		1	9	Derived: Organization-Designator Source Assigned Identifier
2	<b>Incident Number</b>		10	12	Derived: Organization-Designator Source Assigned Identifier; Situation Identifier
3	<b>Segment Type</b>	P	22	1	No Standard
4	Report Type	A=ADD M=MODIFY D=DELETE	23	1	No Standard
31	<b>Property Loss by</b>	1=No Property Loss 2=Burned 3=Counterfeited/Forged 4=Damaged/Destroyed/ Vandalized 5=Recovered 6=Seized 7=Stolen	24	1	Derived: Situation-Material Reason Code, Situation-Facility Reason Code
<i>Property Description, Date Recovered, Date Returned, Quantity, Value of Property, Ownership, and Secured/Unsecured occur 10 times.</i>					
32	<b>Property Description 1 of 10</b>	See Appendix 4.	25, 63, 101, 139, 177, 215, 253, 291, 329, 367	2	
33	<i>Date Recovered 1 of 10</i>	YYYYMMDD	27, 65, 103, 141, 179, 217, 255, 293, 331, 369	8	<i>Situation-Material Reason Date (Situation-Material Reason Code= Recovered)</i>



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
34	<i>Date Returned</i> 1 of 10	YYYYMMDD	35, 73, 111, 149, 187, 225, 263, 301, 339, 377	8	<i>Situation-Material Reason Date</i> ( <i>Situation-Material Reason Code=</i> <i>Returned</i> )
35	<i>Quantity</i> 1 of 10	999999999	43, 81, 119, 157, 195, 233, 271, 309, 347, 385	9	<i>No Standard</i>
36	<i>Value of Property</i> 1 of 10	999999999	52, 90, 128, 166, 204, 242, 280, 318, 356, 394	9	<i>No Standard</i>
37	<i>Ownership</i> 1 of 10	<i>A=U.S. Federal Government</i> <i>B=U.S. State Government</i> <i>C=U.S. City Government</i> <i>D=U.S. County Government</i> <i>E=Foreign Government</i> <i>F=Private Sector</i>	61, 99, 137, 175, 213, 251, 289, 327, 365, 403	1	<i>Derived: Organization Category Code;</i> <i>Local-Government-Organization Type Code</i>



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
38	Secured/Unsecured 1 of 10	S=Secured U=Unsecured	62, 100, 138, 176, 214, 252, 290, 328, 366, 404	1	
<i>Drug Code, Estimated Drug Quantity and Type Drug Measure occur 4 times.</i>					
39	Drug Code 1 of 4	A='Crack' Cocaine B=Cocaine C=Hashish D=Heroin E=Marijuana F=Morphine G=Opium H=Other Narcotics I=LSD J=PCP K=Other Hallucinogens L=Amphetamines/ Methamphetamines M=Other Stimulants N=Barbiturates O=Other Depressants P=Other Drugs Q=Steroids U=Unknown Type Drug	405, 420, 435, 450	1	Derived: Drug Code Drug Classification Code
40	Estimated Drug Quantity 1 of 4	999999999.999	406, 421, 436, 451	12	Materiel Weight
41	Type Drug Measure 1 of 4	GM=Gram KG=Kilogram OZ=Ounce LB=Pound ML=Milliliter LT=Liter FO=Fluid Ounce GL=Gallon DU=Dosage Unit NP=Number of Plants	418, 433, 448, 463	2	No Standard



## C2.7. VICTIM SEGMENT

C2.7.1. Victim Segments are used to describe the victims involved in the incident (e.g., their age, sex, race, etc.). A separate Victim Segment is to be submitted for each of the (up to 999) victims involved in the incident. There must be at least one Victim Segment in each incident report except when a Group B offense is being reported. (See Appendix 3.)

C2.7.2. The data elements used in the Victim Segment are:

C2.7.2.1. [Header Elements].

C2.7.2.2. Victim (Sequence) Identifier.

C2.7.2.3. Victim Connected to Offense Code Information [Offense Statutory Basis + Offense Result + Offense Identifier + Involvement].

C2.7.2.4. Victim Type.

C2.7.2.5. Pay plan.

C2.7.2.6. Grade.

C2.7.2.7. Service.

C2.7.2.8. Component.

C2.7.2.9. Age (of Victim).

C2.7.2.10. Sex.

C2.7.2.11. Federal Civil Servant.

C2.7.2.12. Uniformed Service Retiree.

C2.7.2.13. Federal Contractor.

C2.7.2.14. Uniformed Service Family Member.

C2.7.2.15. Race (of Victim).

C2.7.2.16. Ethnicity (of Victim).



C2.7.2.17. Aggravated Assault/Homicide Circumstances.

C2.7.2.18. Additional Justifiable Homicide Circumstances.

C2.7.2.19. Injury Type.

C2.7.2.20. Offender Identifier (s) Related to this Victim.

C2.7.2.21. Relationship(s) of Victim to Offender(s).

C2.7.3. Segment to be prepared by the lead agency. This agency shall retain the update responsibility for quality control.

Figure C2.F4. Victim Segment

FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
<b>1</b>	<b>FBI Location Number</b>		1	9	Derived: Organization- Designator Source Assigned Identifier
<b>2</b>	<b>Incident Number</b>		10	12	Derived: Organization- Designator Source Assigned Identifier; Situation Identifier
<b>3</b>	<b>Segment Type</b>	V	22	1	No Standard
4	Report Type	A=ADD M=MODIFY D=DELETE	23	1	No Standard
<b>42</b>	<b>Victim Identifier</b>	999	24	3	Person-Designator Identifier



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
<i>Victim Connected to Offense Statutory Basis, Offense Identifier, Offense Result, and Involvement occur 10 times.</i>					
43,15	<i>Victim Connected to Offense Statutory Basis 1 of 10</i>	<i>A=Uniform Code of Military Justice B=Non-Criminal Fatality (High Interest) C=State D=Local E=Foreign F=Federal, Non-Uniform Code of Military Justice</i>	<i>27, 36, 45, 54, 63, 72, 81, 90, 99, 108</i>	<i>1</i>	<i>Derived: Offense Statutory Basis Code; Organization-Guidance Reason Code</i>
43,16	<i>Victim Connected to Offense Identifiers 1 of 10</i>	<i>See Appendix 1.</i>	<i>28, 37, 46, 55, 64, 73, 82, 91, 100, 109</i>	<i>6</i>	<i>Offense Identifier</i>
43,17	<i>Victim Connected to Offense Result 1 of 10</i>	<i>A=Attempted C=Completed</i>	<i>34, 43, 52, 61, 70, 79, 88, 97, 106, 115</i>	<i>1</i>	<i>Offense Name</i>



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
43,18	Victim Connected to Involvement 1 of 10	P=Principal A=Accessory C=Conspiracy S=Solicit	35, 44, 53, 62, 71, 80, 89, 98, 107, 116	1	Derived: Person-Situation Role Category Code; Offense Type Code
44	Victim Type	I=Individual B=Business F=Financial G=Government R=Religious Organization S=Society/Public	117	1	OffenseVictim Type Code
45	Blank		118	9	Blank Field
46	Pay Plan	EM=Enlisted WM=Warrant Officer OM=Commissioned Officer CM=Cadet/Midshipman GS/GM=General Schedule ES=Senior Executive Service WG=Wage Grade/Other	127	2	Pay-Plan Code
47	Grade	1=Grade 1 2=Grade 2 3=Grade 3 4=Grade 4 5=Grade 5 6=Grade 6 7=Grade 7 8=Grade 8 9=Grade 9 10=Grade 10 10=Grade 11 10=Grade 12 10=Grade 13 10=Grade 14 10=Grade 15	129	2	Pay-Plan-Grade Ordinal Identifier



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
48	Service	A=Army N=Navy F=Air Force M=Marine Corps C=Coast Guard O=NOAA H=Public Health D=DoD	131	1	Uniformed-Service Organization Code
49	Component	R=Regular V=Reserve G=National Guard	132	1	Uniformed-Service- Organization- Component-Type Code
50	Age (*Low Range)	NN=Under 24 Hours NB=1-6 Days Old BB=7-364 Days Old 01-98=Years Old 99=Over 98 Years Old	133	2	Person-Situation Observation Age Code
50	Age (High Range Only)	01-98=Years Old 99=Over 98 Years Old	135	2	Person-Situation Observation Age Code
51	Sex	M=Male F=Female	137	1	Sex-Category Code
52	Federal Civil Servant	C=Civil Service	138	1	Personnel Resource Type Code
53	Uniformed Service Retiree	G=Uniformed Service Retiree	139	1	Separatee Separation Category Code
54	Federal Contractor	J=Contractor	140	1	Person Organization Person Role Code
55	Uniformed Services Family Member	F=Family Member	141	1	Person-Association Reason Code
56	Race (Victim)	A=American Indian B=Asian/Pacific Islander C=Black D=White M=Mixed	142	1	Race Code
57	Ethnicity (Victim)	H=Hispanic N=Not Hispanic	143	1	Ethnicity Code



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
<i>Aggravated Assault/Homicide Circumstances occurs 2 times</i>					
58	<i>Aggravated Assault/ Homicide Circumstances 1 of 2</i>	<i>01=Argument 02=Assault on Law Enforcement Officer 03=Drug Dealing 04=Gangland 05=Juvenile Gang 06=Domestic Quarrel 07=Mercy Killing 08=Other Felony Involved 20=Criminal Killed by Private Citizen 21=Criminal Killed by Police Officer 30=Child Playing with Weapon 31=Gun-Cleaning Accident 32=Hunting Accident 33=Other Negligent Weapon Handling 34=Other Negligent Killings</i>	<i>144, 147</i>	2	<i>Legal-Event Context Code</i>



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
59	<i>Additional Justifiable Homicide Circumstances</i> 1 of 2	<i>A=Criminal Attacked Police Officer and that Officer Killed Criminal</i> <i>B=Criminal Attacked Police Officer and Criminal Killed by Another Police Officer</i> <i>C=Criminal Attacked a Civilian</i> <i>D=Criminal Attempted Flight from a Crime</i> <i>E=Criminal Killed in Commission of a Crime</i> <i>F=Criminal Resisted Arrest</i> <i>G=Unable to Determine.</i>	146, 149	1	<i>Derived: Legal-Event Context Code; Legal-Event-Context Description Text</i>
<i>Injury Type occurs 5 times.</i>					
60	<i>Injury Type</i> 1 of 5	<i>B=Apparent Broken Bones</i> <i>I=Possible Internal Injury</i> <i>L=Severe Laceration</i> <i>M=Apparent Minor Injury</i> <i>O=Other Major Injury</i> <i>T=Loss of Teeth</i> <i>U=Unconsciousness</i>	150, 151, 152, 153, 154	1	<i>Derived: Eyewitness-Observation Description Text; Eyewitness-Observation Type Code; Person-Situation Role Code</i>
<i>Offender Identifier and relationship of Victim to Offender occurs 10 times.</i>					
61	<i>Offender Identifiers Related to this Victim</i> 1 of 10	99	155, 159, 163, 167, 171, 175, 179, 183, 187, 191	2	<i>Person-Designator Identifier</i>



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
62	<i>Relationship of Victim to Offender 1 of 10</i>	AA=Spouse AB=Child AC=Sibling AD=Parent AE=Parent-In-Law AF=Stepchild AG=Grandparent AH=Stepparent AK=Grandchild AV=Stepsibling AZ=Friend BA=Neighbor BB=Common-Law Spouse BC=Acquaintance BD=Babysittee (the baby) BE=Love Interest BF=Child of Love Interest BH=Former Spouse BL=Homosexual Relationship BN=Extended Family Member BY=Employee BZ=Employer BX=Stranger CA=Otherwise Known CB=Relationship Unknown VO=Offender	157, 161, 165, 169, 173, 177, 181, 185, 189, 193	2	<i>Person-Association Reason Code; Person-Situation-Role Code</i>

## C2.8. OFFENDER/ARRESTEE SEGMENT

C2.8.1. Offender Segments are used to describe the offenders in the incident (e.g., their age, sex, race, etc.). An Offender Segment is to be submitted for each of the (up to 99) offenders involved in the incident. There must be at least one Offender in each incident report. For Non-Criminal Fatalities, supply information on the victim. There are several categories of Offender/Arrestee Segment. The Offender, Subject and Suspect categories require a subset of the segment. The Arrestee category uses all the data elements. If NOTHING is known about the offender(s), i.e., no one saw the offender(s) and there were no suspects, so even the number of offenders is unknown, then "00" is to be entered into Offender Identifier and all other elements are to be left blank. Personal Identifier information shall be submitted only upon a "probable cause" determination that there are reasonable grounds to believe that an offense has been committed and that the person to be identified as the offender committed it. The following developments involving the offender shall be construed as the equivalent of a "probable cause" determination and trigger the requirement to report personal identifiers as Arrestee/Offender data: apprehension; taking into custody; ordering into



pretrial confinement; preferral of charges; imposition of nonjudicial punishment; approval of separation from Service; or conviction by civilian court.

C2.8.1.1. Category - Offender/Subject/Suspect uses only some of the data elements in the Offender/Arrestee Segment. They are:

C2.8.1.1.1. [Header Elements].

C2.8.1.1.2. Category [Suspect, Subject, Offender].

C2.8.1.1.3. Offender/Arrestee (Sequence) Identifier. (THIS NUMBER REMAINS WITH THE OFFENDER IF HE OR SHE IS ARRESTED AND CONTINUES THROUGHOUT ADMINISTRATIVE, NON-JUDICIAL, OR JUDICIAL PUNISHMENT REPORTING.)

C2.8.1.1.4. Name [Last, First, Middle Name, Alias (First, Last)].

C2.8.1.1.5. Grade.

C2.8.1.1.6. Service.

C2.8.1.1.7. Component.

C2.8.1.1.8. SSN/Alien Registration [Designator Type Code, SSN or Alien Registration].

C2.8.1.1.9. Date of Birth.

C2.8.1.1.10. Place of Birth.

C2.8.1.1.11. Age/Age Range (of Offender/Arrestee).

C2.8.1.1.12. Address of Offender [Zip Code].

C2.8.1.1.13. Drivers License Source and Number.

C2.8.1.1.14. Personnel Status[Federal Civil Servant, Uniformed Services Retiree, Federal Contractor, Uniformed Services Family Member].

C2.8.1.1.15. Unit Identification Code.

C2.8.1.1.16. Race (of Offender/Arrestee).



C2.8.1.1.17. Ethnicity (of Offender/Arrestee).

C2.8.1.1.19. Sex (of Offender/Arrestee).

C2.8.1.1.20. Identifying Marks [Type, Location, Description].

C2.8.1.1.21. Height.

C2.8.1.1.22. Weight.

C2.8.1.2. Category - Arrestee Segments are used to report the apprehension of the persons who committed the crimes reported. Even though Uniformed Service personnel would not use the term "arrestee" to refer to someone apprehended, the name of this segment was left "Arrestee" in keeping with the NIBRS terminology. An Arrestee Segment is to be submitted for each of the (up to 99) Arrestees who were involved in the incident. If there were no arrestees, this segment should NOT be submitted. The Arrestee Segment describes the arrestee (e.g., his or her age, sex, race, etc.) and the circumstances of the arrest. Many of the data elements used to describe the suspect or offender are repeated for the arrestee. They are grouped below as Suspect Offender Elements. It is essential that complete information be provided in the Arrestee Segment (AA) because the information in the Arrestee Segment shall be used to update any existing Offender Segment (AC) for the same Offender/Arrestee Identifier. The data elements used in the Arrestee Segment are:

C2.8.1.2.1. [Header Elements].

C2.8.1.2.2. Category [Arrestee].

C2.8.1.2.3. Offender/Arrestee (Sequence). Identifier (A NEW OFFENDER IDENTIFIER MAY BE ADDED IF AN ADDITIONAL ARRESTEE IS FOUND, BUT IT IS ESSENTIAL THAT THE ORIGINAL OFFENDER IDENTIFIER BE USED TO ASSOCIATE THE OFFENDER AND THE ARRESTEE RECORDS.)

C2.8.1.2.4. [Suspect Offender ELEMENTS. (ANY FIELD MAY BE UPDATED EXCEPT THE OFFENDER IDENTIFIER.)]

C2.8.1.2.5. Armed With.

C2.8.1.2.6. Gun Category.

C2.8.1.2.7. Arrest or Citation Number.



C2.8.1.2.8. Arrest or Apprehension Date.

C2.8.1.2.9. Arrest Type.

C2.8.1.2.10. Arresting Organization Unit Identification Code (UIC).

C2.8.1.2.11. Multiple Incidents Cleared.

C2.8.1.2.12. Arrest Offense Code Information [Offense Statutory Basis + Offense Result + Offense Identifier + Involvement].

C2.8.1.2.13. Arrestee Was Armed With [Armed With + Gun Category].

C2.8.1.2.14. Detention Type.

C2.8.1.2.15. Disposition of Person Under 18.

C2.8.2. If a Group "B" arrest results in the clearance of a previously submitted Group "A" incident report, the reporting agency should submit an Arrestee Segment as an "update" to the previously submitted Group "A" Incident Report rather than a Group "B" Arrest Report. The Group "B" Offense Identifier is to be entered into Arrest Offense Identifier of the Arrestee Segment.

Example: The subject was arrested for Driving Under the Influence (DUI), a Group "B" Offense. It was determined that he was wanted for a previously reported Robbery, a Group "A" Offense. Instead of submitting a Group "B" Arrest Report, an Arrestee Segment should be submitted as an update to the previous Group "A" Incident Report, with the Offense Identifier for DUI entered as the Arrest Offense Identifier.

C2.8.3. This Segment is prepared by the lead agency. Care should be taken to ensure that the correct offense identifier is used for the Arrest Segment to ensure data integrity.



Figure C2.F5. Offender/Arrestee Segment

FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
1	<b>FBI Location Number</b>		1	9	Derived: Organization- Designator Source Assigned Identifier
2	<b>Incident Number</b>		10	12	Derived: Organization- Designator Source Assigned Identifier; Situation Identifier
63	<b>Category</b>	AC=Suspect/Offender AA=Arrestee AJ=Subject AB=Business or Enterprise AE=Arrest Equivalent	22	2	Person-Situation Role Code
64	<b>Offender Identifier</b>	99	24	2	Person-Designator Identifier
4	Report Type	A=ADD M=MODIFY D=DELETE	26	1	No Standard
65	Name	Last	27	21	Name (Person-Name Category=s)
66	Name	First	48	14	Name (Person-Name Category=f)
67	Name	Middle Name	62	14	Name (Person-Name Category=m)
68	Name	Cadency (Jr., Sr., III)	76	4	Name (Person-Name Category=c)
69	Name	Alias (Last)	80	21	Name (Person-Name Usage Code=a)
69	Name	Alias (First)	101	14	Name (Person-Name Usage Code=a)
46	Pay Plan	EM=Enlisted WM=Warrant Officer OM=Commissioned Officer CM=Cadet/Midshipman	115	2	Pay-Plan Code



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
47	Grade	1=Grade 1 2=Grade 2 3=Grade 3 4=Grade 4 5=Grade 5 6=Grade 6 7=Grade 7 8=Grade 8 9=Grade 9 10=Grade 10	117	2	Pay-Plan-Grade Ordinal Identifier
48	Service	A=Army N=Navy F=Air Force M=Marine Corps C=Coast Guard O=NOAA H=Public Health D=DoD	119	1	Uniformed-Service Organization Code
49	Component	R=Regular V=Reserve G=National Guard	120	1	Uniformed-Service-Organization-Component-Type Code
70	SSN/Alien Registration Designator	S=SSN R=Alien Registration I=Foreign Country Identification Card Number N=Non-Existent/Unknown	121	1	Person-Designator Type Code
71	SSN/Alien Registration	999999999	122	9	Person-Designator Identifier (Person-Designator Type Code=s/r)
72	Date of Birth	YYYYMMDD	131	8	Person Birth Date
73	City of Birth	text	139	20	City Code
74	State of Birth	See Appendix 2.	159	2	State Code
75	Country of Birth	See FIPS PUB 10-4	161	3	Country Code
76	Age (*Low Range)	01-98=Years Old 99=Over 98 Years Old	164	2	Eyewitness-Observation Description Text
76	Age (High Range Only)	01-98=Years Old 99=Over 98 Years Old	166	2	Eyewitness-Observation Description Text
45	Zip Code	999999999	168	9	Postal-Region Code



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
77	Drivers License Number	TEXT	177	15	Person-Designator Identifier (Person-Designator Type Code=D)
78	Drivers License Source	IT=International FR=Foreign *See Appendix 2. for State Codes	192	2	State Code
52	Federal Civil Servant	C=Civil Service	194	1	Personnel-Resource Type Code
53	Uniformed Service Retiree	G=Uniformed Service Retiree	195	1	Separatee Separation Category Code
54	Federal Contractor	J=Contractor	196	1	Person Organization Person Role Code
55	Uniformed Service Family Member	F=Family Member	197	1	Person-Association Reason Code
79	Offender's Unit Identification Codes	TEXT	198	8	Organization-Designator Source Assigned Identifier
56	Race (Offender)	A=American Indian B=Asian/Pacific Islander C=Black D=White M=Mixed	206	1	Race Code
57	Ethnicity (Offender)	H=Hispanic N=Not Hispanic	207	1	Ethnicity Code
51	Sex	M=Male F=Female I=Indeterminate	208	1	Sex-Category Code
80	Identifying Mark Type	A=Tattoo B=Scar C=Mark	209	1	Body-Part-Marking-Observation Type Code



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
81	Identifying Mark Location	AAA=Left Eye AAB=Right Eye AAC= Face AAD=Scalp AAE=Teeth Set AAF=Left Hand AAG=Right Hand AAH=Left Foot AAI=Right Foot AAJ=Left Upper Leg AAK=Right Upper Leg AAL=Left Upper Arm AAM=Right Upper Arm AAN=Right Shoulder AAO=Left Shoulder AAP=Right Hip AAQ=Left Hip AAR=Abdomen AAS=Chest AAT=Back AAU=Neck AAV=Buttocks AAW=Right Lower Leg AAX=Left Lower Leg AAY=Right Lower Arm AAZ=Left Lower Arm ABA=Right Wrist ABB=Left Wrist ABC=Right Ankle ABD=Left Ankle	210	3	Body-Part Observation Type Code
82	Identifying Mark Description	TEXT	213	30	Body-Part-Marking-Observation Text
83	Height	99	243	2	Eyewitness-Observation Description Text
84	Weight	999	245	3	Eyewitness-Observation Description Text



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
<i>Armed With and Gun Category occur 2 times.</i>					
85	<i>Armed With 1 of 2</i>	01=Unarmed 11=Firearm (type not stated) 12=Handgun 13=Rifle 14=Shotgun 16=Lethal Cutting Instrument 17=Club/Blackjack/ Brass Knuckles	248, 251	2	Derived: Durable-Materiel-Item Type Code; Gun Type Code; Law-Enforcement-Event Type Code; Person-Situation-Material-Reason Code; Person-Situation Role Code
86	<i>Gun Category 1 of 2</i>	A=Fully Automatic M=Manual S=Semiautomatic	250, 253	1	Gun Category Code
87	Arrest/Citation Number		254	12	Situation Identifier
88	Arrest/Apprehension Date	YYYYMMDD	266	8	Situation-Schedule-Component Date
89	Arrest Type	O=On-View Arrest S=Summons T=Taken into Custody	274	1	Derived: Apprehension-Event Basis Code; Situation-Document Reason Code
90	Arresting Organization UIC		275	8	Organization-Designator Source Assigned Identifier
91	Multiple Incidents Cleared	C=First Record of Multiple M=Multiple	283	1	No Standard
92, 15	Arrest Offense Statutory Basis	A=Uniform Code of Military Justice B=Non-Criminal Fatality (High Interest) C=State D=Local E=Foreign F=Federal, Non-Uniform Code of Military Justice	284	1	Derived: Offense Statutory Basis Code; Organization-Guidance Reason Code



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
92, 16	Arrest Offense Identifier	See Appendix 1.	285	6	Offense Identifier (Offender Offense Reason= Arrested)
92, 17	Arrest Offense Result	A=Attempted C=Completed	291	1	Offense Name
92, 18	Arrest Involvement	P=Principal A=Accessory C=Conspiracy S=Solicit	292	1	Derived: Person-Situation Role Category Code; Legal-Event Type Code
93	Detention Type	N=Non-Uniformed Service U=Uniformed Service	293	1	Organization Classification Code
94	Disposition of Person Under 18	H=Handled within Department R=Referred to Other Authorities	294	1	Derived: Evaluation-Result Text; Person Birth Date

## C2.9. COMMANDER'S REPORT OF ACTION TAKEN SEGMENT

C2.9.1. The Commander's Action Segment records the actions of the commander as a result of the incident. A separate segment is submitted for each person referred to the commander for action. Cases initiated by the commander that have not triggered previous DIBRS reporting requirements, such as positive drug tests, may be submitted as one incident. The DoD Components shall develop procedures for submitting appropriate Administrative, Offense, and Arrestee Segments to complete the incident report.

C2.9.2. The data elements used in the Commander's Action Segment are:

C2.9.2.1. [Header Elements].

C2.9.2.2. Offender (Sequence) Identifier.

C2.9.2.3. Offender Name [Last, First, Middle Name].

C2.9.2.4. SSN/Alien Registration.

C2.9.2.5. Referral Date.



- C2.9.2.6. Referral Agency.
- C2.9.2.7. Referral Agency Response Date.
- C2.9.2.8. Action Taken Type.
- C2.9.2.9. Non-Judicial Type.
- C2.9.2.10. Action Initiation Date.
- C2.9.2.11. Action Completed Date.
- C2.9.2.12. Sanction Type.
- C2.9.2.13. On Record.
- C2.9.2.14. Sanction Form.
- C2.9.2.15. Sanction Amount.
- C2.9.2.16. Sanction Days.
- C2.9.2.17. Grades Reduced.
- C2.9.2.18. Sentence Suspended.
- C2.9.2.19. Discharge Type.
- C2.9.2.20. Offense Committed Information [Offense Statutory Basis + Offense Identifier + Offense Result + Involvement].
- C2.9.2.21. Sexual Harassment Related.
- C2.9.2.22. Judicial Action Type.
- C2.9.2.23. Civilian Criminal Court Disposition.
- C2.9.2.24. Civilian Criminal Offense Category.
- C2.9.2.25. Civilian Court Location Zipcode.
- C2.9.2.26. Civilian Court Location Country Code.



C2.9.3. This segment shall be prepared as specified by the Functional Responsible Official. The notification sent to the commander shall include instructions on how to report the results.

Figure C2.F6. Commander's Report of Action Taken Segment

FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
<b>1</b>	<b>FBI Location Number</b>		1	9	Derived: Organization- Designator Source Assigned Identifier
<b>2</b>	<b>Incident Number</b>		10	12	Derived: Organization- Designator Source Assigned Identifier; Situation Identifier
<b>3</b>	<b>Segment Type</b>	D	22	1	No Standard
4	Report Type	A=ADD M=MODIFY D=DELETE	23	1	No Standard
<b>64</b>	<b>Offender Identifier</b>	99	24	2	Person Designator Identifier
65	Name	Last	26	21	Name (Person-Name Category=s)
66	Name	First	47	14	Name (Person-Name Category=f)
67	Name	Middle Name	61	14	Name (Person-Name Category=m)
71	SSN/Alient Registration	999999999	75	9	Person-Designator Identifier (Person- Designator Type Code=s)
<i>Referral Date, Referral Agency and Referral Agency Response Date occur 7 times.</i>					
95	<i>Referral Date 1 of 7</i>	YYYYMMDD	84, 101, 118, 135, 152, 169, 186	8	<i>Evaluation-Result Date</i>



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
96	<i>Referral Agency 1 of 7</i>	<i>F=Family Advocacy E=Equal Opportunity M=Mental Health D=Drug/Alcohol Abuse Office L=Legal Office R=Relief Agency S=Special Referral</i>	<i>92, 109, 126, 143, 160, 177, 194</i>	<i>1</i>	<i>Organization-Name Text</i>
97	<i>Referral Agency Response Date 1 of 7</i>	<i>YYYYMMDD</i>	<i>93, 110, 127, 144, 161, 178, 195</i>	<i>8</i>	<i>Administrative-Event Date</i>
98	Action Taken Type	A=No Action Taken B=Administrative C=Non-Judicial D=Judicial	203	1	Proceeding Type Code
99	Non-Judicial Type	F=Field Grade (O4 and Above) C=Company Grade, (O3 and Below) S=Summarized P=Principal Assistant O=Officer Exercising General Court-Martial Jurisdiction G=General/Flag Officer	204	1	Evaluation-Result Text



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
<i>Sanction Type, On Record, Sanction Form, Sanction Amount, Sanction Days, Suspended, and Grades Reduced occur 10 times.</i>					
100	Sanction Type 1 of 10	AA=Withholding of Privileges AB=Adverse Performance Evaluation AC=Mandatory Reassignment AD=Transfer AE=Adverse Record Entries AF=Denial of Reenlistment or Continuation AG=Withholding of Promotion AH=Delay of Promotion AI=Reduction in Grade AJ=Clearance Revocation AK=Control Roster AL=Promotion Revocation AM=Resignation AN=Retirement AO=Transfer to Inactive Reserve Status AP=Administrative Separation AQ=Retirement at Lower Grade AR=Military Occupational Specialty (MOS) Reclassification AS=Counseling AT=Nonpunitive Admonition, (Reprimand, Censure) AU=Fines AV=Extra Duty AW=Restricted AX=Correctional Custody AY=Administrative Separation in Lieu of Trial	205, 249, 293, 337, 381, 425, 469, 513, 557, 601	2	Derived: Administrative-Event Category Code; Administrative-Event Subject Code; Administrative-Event Type Code; Administrative-Event-Evaluation Reason Code; Administrative-Sentence Type Code
101	Action Initiation Date 1 of 10	YYYYMMDD	207, 251, 295, 339, 383, 427, 471, 515, 559, 603	8	Examination-Schedule-Component Date



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
102	Action Appealed Date 1 of 10	YYYYMMDD	215, 259, 303, 347, 391, 435, 479, 523, 567, 611	8	Examination- Schedule-Component Date
103	Action Completion Date 1 of 10	YYYYMMDD	223, 267, 311, 355, 399, 443, 487, 531, 575, 619	8	Examination- Schedule-Component Date
104	On Record 1 of 10	Y=Yes N=No	231, 275, 319, 363, 407, 451, 495, 539, 583, 627	1	
105	Sanction Form 1 of 10	O=Oral W=Written	232, 276, 320, 364, 408, 452, 496, 540, 584, 628	1	



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
106	<i>Sanction Amount 1 of 10</i>	999999999	233, 277, 321, 365, 409, 453, 497, 541, 585, 629	9	<i>Monetary- Remuneration- Sentence Amount</i>
107	<i>Sanction Days 1 of 10</i>	99999	242, 286, 330, 374, 418, 462, 506, 550, 594, 638	5	<i>Derived: Fixed- Term-Confinement- Sentence Duration Quantity; Community-Service- Sentence Duration Quantity</i>
108	<i>Grades Reduced 1 of 10</i>	9	247, 291, 335, 379, 423, 467, 511, 555, 599, 643	1	<i>Derived: Evaluation-Result Text; Pay-Plan- Grade Ordinal Identifier; Sentence Type Code</i>
109	<i>Sentence Suspended 1 of 10</i>	Y=Yes N=No V=Vacation of Suspended Sentence	248, 292, 336, 380, 424, 468, 512, 556, 600, 644	1	<i>Confinement- Sentence Condition Code</i>
110	Discharge Type	HO=Honorable UH=Under Honorable Conditions (General Discharge) UN=Uncharacterized UO=Under Other than Honorable Conditions	645	2	Separation- Characterization Code



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
111, 15	Offense Statutory Basis	A=Uniform Code of Military Justice B=Non-Criminal Fatality (High Interest) C=State D=Local E=Foreign F=Federal, Non-Uniform Code of Military Justice	647	1	Derived: Offense Statutory Basis Code; Organization-Guidance Reason Code
111, 16	Offense Committed Code	See Appendix 1.	648	6	Offense Identifier
111, 17	Offense Result	A=Attempted C=Completed	654	1	Offense Name
111, 18	Involvement	P=Principal A=Accessory C=Conspiracy S=Solicit	655	1	Derived: Person-Situation Role Category Code; Offense Type Code
112	Sexual Harassment Related	Y=Yes N=No	656	1	Derived: Legal-Event Type Code; Legal-Event Offense Reason Code; Offense Name; Offense Type Code
113	Judicial Action Type	A=Referred to Court-Martial B=Remanded to Civilian Criminal Court	657	1	
114	Civilian Criminal Court Disposition	G=Guilty N=Not Guilty D=Deferred C=Nolo Contendere	658	1	Derived: Examination-valuation Reason Code; Verdict Code
115	Civilian Criminal Offense Category	F=Felony M=Misdemeanor	659	1	Offense Category Code
116	Civilian Court Location Zipcode	999999999	660	9	Postal-Region Code
117	Civilian Court Location Country Code	See FIPS PUB 10-4	669	2	Country Code



## C2.10. RESULTS OF TRIAL SEGMENT

C2.10.1. Results of Trial Segment records the actions of the court-martial as a result of the incident. Several segments are submitted for each arrestee sent to trial. A separate segment is sent by each Finding and Sentence Report/Review Authority level. A separate segment shall be sent by the same Finding and Sentence Report/Review Authority level if the incident is handled by the same authority on more than one occasion (e.g., the Clemency and Parole authority may submit multiple reports.) The Findings and Sentence Report/Review Date is used to distinguish between the reports.

C2.10.2. The data elements used in the Results of Trial Segment are:

C2.10.2.1. [Header Elements].

C2.10.2.2. Offender (Sequence) Identifier.

C2.10.2.3. Findings and Sentence Report/Review Authority Code.

C2.10.2.4. Findings and Sentence Report/Review Date.

C2.10.2.5. Offender Name [Last, First, Middle Name].

C2.10.2.6. SSN/Alien Registration.

C2.10.2.7. Court Type.

C2.10.2.8. Location of Court-martial UIC.

C2.10.2.9. Promulgating Order Number.

C2.10.2.10. Promulgating Order Date.

C2.10.2.11. Convening Authority Unit Identifier Code.

C2.10.2.12. Forum.

C2.10.2.13. Conditions of Pretrial Agreement.

C2.10.2.14. Exceptional Trial Clearance.

C2.10.2.15. Charge Number.



- C2.10.2.16. Offense Code Information.
- C2.10.2.17. Offense Description.
- C2.10.2.18. Specification Number.
- C2.10.2.19. Plea.
- C2.10.2.20. Lesser Included Offense Code (Plea).
- C2.10.2.21. Findings.
- C2.10.2.22. Lesser Included Offense Code (Finding).
- C2.10.2.23. Date Adjudged.
- C2.10.2.24. Sentence Suspended.
- C2.10.2.25. Sentence Amount.
- C2.10.2.26. Sentence Days.
- C2.10.2.27. Grades Reduced.
- C2.10.2.28. Sentence Type.
- C2.10.2.29. Discharge Type.
- C2.10.2.30. Pretrial Confinement Days.
- C2.10.2.31. Judiciary Ordered Credit Days.
- C2.10.2.32. Confinement Deferred Date [Begin and End].
- C2.10.2.33. Number of Pretrial Victims Notified.
- C2.10.2.34. Number of Pretrial Witnesses Notified.
- C2.10.2.35. Number of Post-Trial Victims Notified.
- C2.10.2.36. Number of Post-Trial Witnesses Notified.
- C2.10.2.37. Number of Victims Electing to be Notified.



C2.10.2.38. Number of Witnesses Electing to be Notified.

C2.10.3. These segments are prepared by each agency serving in the Findings and Sentence Report/Review Authority life-cycle. The DoD Component with court-martial convening authority shall report all results of trial segments. Results of trial segments should be submitted in all cases where charges are referred to court-martial, regardless of disposition. The only exception is in those cases where an administrative separation in lieu of trial is granted. In such cases, enter the information in the Commanders Action segment under Sanction Type. If there is a pretrial agreement, two segments should be submitted. (Findings and Sentence Report/Review Authority Code = "Pretrial Agreement" and "Court-Martial Report Authority.") Each appropriate Findings and Sentence Report/Review Authority level shall ensure that the incident number, FBI Location number and the original offender number are obtained from the lead agency, or previous Findings and Sentence Report/Review Authority level, to ensure accurate tracking with each incident. The Findings and Sentence Report/Review Authority agency shall assume final quality control responsibility for the incident.



Figure C2.F7. Results of Trial Segment

FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
1	<b>FBI Location Number</b>		1	9	Derived: Organization- Designator Source Assigned Identifier
2	<b>Incident Number</b>		10	12	Derived: Organization- Designator Source Assigned Identifier; Situation Identifier
3	<b>Segment Type</b>	T	22	1	No Standard
4	Report Type	A=ADD M=MODIFY D=DELETE	23	1	No Standard
64	<b>Offender Identifier</b>	99	24	2	No Standard
118	Findings and Sentence Report/Review Authority Code	A=Service Secretary B=Court-Martial Report Authority C=Convening Authority D=Clemency and Parole General F=Service Court of Criminal Appeal G=Court of Appeals for the Armed Forces H=Supreme Court I=Civil Court J=Law Enforcement	26	1	Derived: Administrative- Proceeding Type Code; Judicial- Organization Jurisdictional Level Code; Judicial-Organization-Authority Case Category Code; Trial Type Code
119	Findings and Sentence Report/Review Date	YYYYMMDD	27	8	Document Date
65	Name	Last	35	21	Name (Person-Name Category=s)
66	Name	First	56	14	Name (Person-Name Category=f)
67	Name	Middle Name	70	14	Name (Person-Name Category=m)



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
71	SSN/Alien Registration	999999999	84	9	Person-Designator Identifier (Person-Designator Type Code=s)
120	Court Type Code	SCM=Summary Court-Martial NBCD=Non-BCD Special Court-Martial SPCM=BCD Special Court-Martial GCM=General Court-Martial	93	4	Court-Martial Type Code
121	Location of Court-Martial UIC	TEXT	97	8	Organization-Designator Source Assigned Identifier
122	Promulgating Order Number		105	10	Examination Identifier
123	Promulgating Order Date	YYYYMMDD	115	8	Examination Schedule Component Date
124	Convening Authority UIC	TEXT	123	8	Organization-Designator Source Assigned Identifier
125	Forum	J=Judge Alone O=Officer Members Only E=Enlisted and Officer Members	131	1	Court-Martial Forum Type Code
126	Conditions of Pretrial Agreement 1 of 9	M=Military Judge Only N=Noncapital R=Restitution L=Referral to Lower Court T=Testimony C=Confinement Limitation F=Forfeiture Limitation G=Reduction in Grade Limitation A=Allotment to Family V=Allotment to Victim D=Deferment of Confinement S=Special Terms	132, 133, 134, 135, 136, 137, 138, 139, 140	1	Derived: Court-Martial Forum Type Code; Pretrial-Agreement Type Code; Sentence-Pretrial-Agreement Type Code; Judicial-Proceeding Type Code; Examination-Agreement Reason Code



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
127	Exceptional Trial Clearance	A=Charges Withdrawn C=Victim/Witness Refused to Cooperate D=Other Legal Ban	141	1	
<i>Charge Number, Offense Statutory Basis, Offense Identifier, Offense Result, Involvement Offense Description Specification Number, Plea, Lesser Included Offense Code (Plea), Findings, and Lesser Included Offense (Findings) occur 20 times.</i>					
128	Charge Number 1 of 20	99	142, 195, 248, 301, 354, 407, 460, 513, 566, 619, 672, 725, 778, 831, 884, 937, 990, 1043, 1096, 1149	2	Offense Identifier
129, 15	Offense Statutory Basis 1 of 20	A=Uniform Code of Military Justice B=Non-Criminal Fatality (High Interest) C=State D=Local E=Foreign F=Federal, Non-Uniform Code of Military Justice	144, 197, 250, 303, 356, 409, 462, 515, 568, 621, 674, 727, 780, 833, 886, 939, 992, 1045, 1098, 1151	1	Derived: Offense Statutory Basis Code; Organization- Guidance Reason Code



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
129, 16	<i>Offense Identifier 1 of 20</i>	<i>See Appendix 1.</i>	145, 198, 251, 304, 357, 410, 463, 516, 569, 622, 675, 728, 781, 834, 887, 940, 993, 1046, 1099, 1152	6	<i>Offense Identifier</i>
129, 17	<i>Offense Result 1 of 20</i>	<i>A=Attempted C=Completed</i>	151, 204, 257, 310, 363, 416, 469, 522, 575, 628, 681, 734, 787, 840, 893, 946, 999, 1052, 1105, 1158	1	<i>Offense Name</i>



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
129, 18	<i>Involvement 1 of 20</i>	<i>P=Principal A=Accessory C=Conspiracy S=Solicit</i>	152, 205, 258, 311, 364, 417, 470, 523, 576, 629, 682, 735, 788, 841, 894, 947, 1000, 1053, 1106, 1159	1	<i>Derived: Person- Situation Role Category Code; Offense Type Code</i>
130	<i>Offense Description 1 of 20</i>	<i>TEXT</i>	153, 206, 259, 312, 365, 418, 471, 524, 577, 630, 683, 736, 789, 842, 895, 948, 1001, 1054, 1107, 1160	20	<i>Offense Description Text</i>



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
131	<i>Specification Number 1 of 20</i>	99	173, 226, 279, 332, 385, 438, 491, 544, 597, 650, 703, 756, 809, 862, 915, 968, 1021, 1074, 1127, 1180	2	<i>Document Identifier</i>
132	<i>Plea 1 of 20</i>	<i>G=Guilty N=Not Guilty L=Lesser Included Offense R=Not Guilty by Reason of Insanity</i>	175, 228, 281, 334, 387, 440, 493, 546, 599, 652, 705, 758, 811, 864, 917, 970, 1023, 1076, 1129, 1182	1	<i>Examination- Situation-Offense Specification Plea Code</i>



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
133, 15	Lesser Included Offense Offense Statutory Basis (Plea) 1 of 20	A=Uniform Code of Military Justice B=Non-Criminal Fatality (High Interest) C=State D=Local E=Foreign F=Federal, Non-Uniform Code of Military Justice	176, 229, 282, 335, 388, 441, 494, 547, 600, 653, 706, 759, 812, 865, 918, 971, 1024, 1077, 1130, 1183	1	Derived: Offense Statutory Basis Code; Organization- Guidance Reason Code
133, 16	Lesser Included Offense Offense Code (Plea) 1 of 20	See Appendix 1.	177, 230, 283, 336, 389, 442, 495, 548, 601, 654, 707, 760, 813, 866, 919, 972, 1025, 1078, 1131, 1184	6	Offense Identifier



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
133, 17	<i>Lesser Included Offense</i>  <i>Offense Result (Plea)</i> <i>1 of 20</i>	<i>A=Attempted</i> <i>C=Completed</i>	183, 236, 289, 342, 395, 448, 501, 554, 607, 660, 713, 766, 819, 872, 925, 978, 1031, 1084, 1137, 1190	1	<i>Offense Name</i>
133, 18	<i>Lesser Included Offense Involvement (Plea)</i> <i>1 of 20</i>	<i>P=Principal</i> <i>A=Accessory</i> <i>C=Conspiracy</i> <i>S=Solicit</i>	184, 237, 290, 343, 396, 449, 502, 555, 608, 661, 714, 767, 820, 873, 926, 979, 1032, 1085, 1138, 1191	1	<i>Derived: Person-Situation Role Category Code; Offense Type Code</i>



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
135	<i>Findings 1 of 20</i>	<i>G=Guilty N=Not Guilty L=Lesser Included Offense R=Not Guilty by Reason of Insanity</i>	<i>185, 238, 291, 344, 397, 450, 503, 556, 609, 662, 715, 768, 821, 874, 927, 980, 1033, 1086, 1139, 1192</i>	<i>1</i>	<i>Derived: Verdict Code; Person- Examination-Role Code; Offense- Association Reason Code</i>
136, 15	<i>Lesser Included Offense Offense Statutory Basis (Finding) 1 of 20</i>	<i>A=Uniform Code of Military Justice B=Non-Criminal Fatality (High Interest) C=State D=Local E=Foreign F=Federal, Non-Uniform Code of Military Justice</i>	<i>186, 239, 292, 345, 398, 451, 504, 557, 610, 663, 716, 769, 822, 875, 928, 981, 1034, 1087, 1140, 1193</i>	<i>1</i>	<i>Derived: Offense Statutory Basis Code; Organization- Guidance Reason Code</i>



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
136, 16	<i>Lesser Included Offense Offense Code (Finding) 1 of 20</i>	<i>See Appendix 1.</i>	187, 240, 293, 346, 399, 452, 505, 558, 611, 664, 717, 770, 823, 876, 929, 982, 1035, 1088, 1141, 1194	6	<i>Offense Identifier</i>
136, 17	<i>Lesser Included Offense Offense Result (Finding) 1 of 20</i>	<i>A=Attempted C=Completed</i>	193, 246, 299, 352, 405, 458, 511, 564, 617, 670, 723, 776, 829, 882, 935, 988, 1041, 1094, 1147, 1200	1	<i>Offense Name</i>



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
136, 18	<i>Lesser Included Offense Involvement (Finding) 1 of 20</i>	<i>P=Principal A=Accessory C=Conspiracy S=Solicit</i>	194, 247, 300, 353, 406, 459, 512, 565, 618, 671, 724, 777, 830, 883, 936, 989, 1042, 1095, 1148, 1201	1	<i>Derived: Person- Situation Role Category Code; Offense Type Code</i>
138	Date Adjudged	YYYYMMDD	1202	8	Evaluation-Schedule- Component Date
<i>Sentence Suspended, Sentence Amount, Sentence Days, Sentence Grades Reduced, Sentence Type, and Sentence Days Deferred occur 9 times.</i>					
139	<i>Sentence Suspended 1 of 9</i>	<i>Y=Yes N=No V=Vacation of Suspended Sentence</i>	1210, 1233, 1256, 1279, 1302, 1325, 1348, 1371, 1394	1	<i>Confinement- Sentence Condition Code</i>
140	<i>Sentence Amount 1 of 9</i>	9999999999	1211, 1234, 1257, 1280, 1303, 1326, 1349, 1372, 1395	10	<i>Monetary- Remuneration- Sentence Amount</i>



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
141	<i>Sentence Days</i> 1 of 9	99999	1221, 1244, 1267, 1290, 1313, 1336, 1359, 1382, 1405	5	<i>Derived: Fixed-Term-Confinement-Sentence Duration Quantity; Community-Service-Sentence Duration Amount</i>
142	<i>Sentence Grades Reduced</i> 1 of 9	9	1226, 1249, 1272, 1295, 1318, 1341, 1364, 1387, 1410	1	<i>Derived: Sentence Type Code; Pay-Plan-Grade Ordinal Identifier; Evaluation-Result Text</i>
143	<i>Sentence type</i> 1 of 9	<i>A=No Punishment B=Reprimand C=Restriction D=Hard Labor without Confinement E=Specified Confinement F=Confinement for Life G=Specified Forfeitures H=Total Forfeitures I=Fines J=Reduction in Grade L=Discharge/Dismissal M=Death</i>	1227, 1250, 1273, 1296, 1319, 1342, 1365, 1388, 1411	1	<i>Derived: Sentence Type Code; Administrative-Event-Evaluation Reason Code; Administrative-Event Type Code</i>
193	<i>Sentence Days Deferred</i> 1 of 9	99999	1228, 1251, 1274, 1297, 1320, 1343, 1366, 1389, 1412	5	<i>Deferred-Confinement-Sentence Dererrment Quantity</i>
144	Discharge Type	BC=Bad Conduct Discharge (BCD) DI=Dishonorable Discharge (DD) DS=Dismissal	1417	2	Separation-Characterization Code



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
145	Pretrial Confinement Days	999	1419	3	Derived: Person-Facility Begin Date; Person Facility End Date; Person Facility Reason Code
146	Judicially Ordered Credit Days	9999	1422	4	Reduced-Fixed- Term-Confinement- Sentence Duration Reduction Quantity
147	Confinement Deferred Begin Date	YYYYMMDD	1426	8	Derived: Confinement-Sentence Condition Code; Evaluation-Result Date
148	Confinement Deferred End Date	YYYYMMDD	1434	8	Derived: Confinement-Sentence Condition Code; Confinement-Sentence Deferment Quantity
149	Number of Pretrial Victims Notified (DD Form 2702)	999	1442	3	Derived: Person-Situation- Role Code; Person-Document- Representation- Reason Code
150	Number of Pretrial Witnesses Notified (DD Form 2702)	999	1445	3	Derived: Person-Situation- Role Code; Person-Document- Representation- Reason Code
151	Number of Post- Trial Victims Notified (DD Form 2703)	999	1448	3	Derived: Person-Situation- Role Code; Person-Document- Representation- Reason Code
152	Number of Post-Trial Witnesses Notified (DD Form 2703)	999	1451	3	Derived: Person-Situation- Role Code; Person-Document- Representation- Reason Code



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
153	Number of Victims Electing to be Notified (DD Form 2704)	999	1454	3	Derived: Person-Situation-Role Code; Person-Administrative-Event Role Code
154	Number of Witnesses Electing to be Notified (DD Form 2704)	999	1457	3	Derived: Person-Situation-Role Code; Person-Administrative-Event Role Code

## C2.11. CORRECTIONS SEGMENT

C2.11.1. The Corrections Segment records the actions of the corrections facility as a result of the incident. It also provides the information required for the Department of Defense to comply with 42 U.S.C. (reference (p)).

C2.11.2. The data elements used in the Corrections Segment are:

C2.11.2.1. [Header Elements].

C2.11.2.2. Report Date.

C2.11.2.3. Report Time.

C2.11.2.4. Offender (Sequence) Identifier.

C2.11.2.5. Offender Name [Last, First, Middle Name, Cadency, Maiden Name, Alias].

C2.11.2.6. SSN/Alien Registration.

C2.11.2.7. Service.

C2.11.2.8. Date of Birth.

C2.11.2.9. Confinement Facility UIC.

C2.11.2.10. Gang Name.



- C2.11.2.11. Gang Location [City, State].
- C2.11.2.12. Cult/Extremist Name.
- C2.11.2.13. Cult/Extremist Location [City, State].
- C2.11.2.14. Pretrial Confinement Begin Date.
- C2.11.2.15. Pretrial Confinement End Date.
- C2.11.2.16. Pretrial Controlling Offense Information [Offense Statutory Basis + Offense Identifier + Offense Result + Involvement].
- C2.11.2.17. Post-Trial Confinement Date.
- C2.11.2.18. Confinement Reason Gained.
- C2.11.2.19. Post-Trial Controlling Offense Information [Offense Statutory Basis + Offense Identifier + Offense Result + Involvement].
- C2.11.2.20. Losing Confinement Facility UIC.
- C2.11.2.21. Date Adjudged.
- C2.11.2.22. Minimum Release Date.
- C2.11.2.23. Full-Term Release Date.
- C2.11.2.24. Clemency Eligibility Date.
- C2.11.2.25. Parole Eligibility Date.
- C2.11.2.26. Release Date.
- C2.11.2.27. Release Reason.
- C2.11.2.28. Release Agency Name.
- C2.11.2.29. Release Location Zipcode.
- C2.11.2.30. Fatality Reason.
- C2.11.2.31. Fatality Associated FBI Location Number.



- C2.11.2.32. Fatality Associated Incident Number.
- C2.11.2.33. Escapee Returned to Custody Date.
- C2.11.2.34. Federal Bureau of Prisons Transfer Facility Code.
- C2.11.2.35. Military Transfer Facility UIC.
- C2.11.2.36. Number of Victims Electing Notification.
- C2.11.2.37. Number of Witnesses Electing Notification.
- C2.11.2.38. Notification Begin Date.
- C2.11.2.39. Notification Reason.
- C2.11.2.40. Number of Victims Terminating Notification.
- C2.11.2.41. Number of Witnesses Terminating Notification.
- C2.11.2.42. Sex Offender Processing Required.
- C2.11.2.43. Date Notification of Release Provided to State.
- C2.11.2.44. Date Prisoner Notified of State Registration.

C2.11.3. This segment is prepared by the correctional facility gaining the prisoner. The FBI Location number, incident number and the original offender number are obtained from the Convening Authority or losing correctional facility. A record should be submitted for each change of status (e.g., transfer, release, clemency hearing). Multiple records should be submitted if more than one action occurs within the reporting period.



Figure C2.F8. Corrections Segment

FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
<b>1</b>	<b>FBI Location Number</b>		1	9	Derived: Organization- Designator Source Assigned Identifier
<b>2</b>	<b>Incident Number</b>		10	12	Derived: Organization- Designator Source Assigned Identifier; Situation Identifier
<b>3</b>	<b>Segment Type</b>	R	22	1	No Standard
4	Report Type	A=ADD M=MODIFY D=DELETE	23	1	No Standard
<b>155</b>	<b>Report Date</b>	YYYYMMDD	24	8	
<b>156</b>	<b>Report Time</b>		32	4	Document Time
<b>64</b>	<b>Offender Identifier</b>	99	36	2	Person Designator Identifier
65	Name	Last	38	21	Name (Person- Name Category=s)
66	Name	First	59	14	Name (Person- Name Category=f)
67	Name	Middle Name	73	14	Name (Person- Name Category=m)
68	Name	Cadency (Jr., Sr., III)	87	4	Name (Person- Name Category=c)
157	Name	Maiden	91	21	Name (Person- Name Usage Code=m)
69	Name	Alias (Last)	112	21	Name (Person- Name Usage Code=a)
69	Name	Alias (First)	133	14	Name (Person- Name Usage Code=a)
71	SSN/Alien Registration	999999999	147	9	Person- Designator Identifier (Person-Designator Type Code=s)



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
48	Service	A=Army N=Navy F=Air Force M=Marine Corps C=Coast Guard O=NOAA H=Public Health D=DoD	156	1	Uniformed-Service Organization Code
72	Date of Birth	YYYYMMDD	157	8	Person Birth Date
158	Confinement Facility UIC		165	8	Organization- Designator Source Assigned Identifier
159	Gang Name	TEXT	173	20	Organization Name Text
160	Gang Location City	TEXT	193	20	City Name
161	Gang Location State	TEXT	213	2	State Code
162	Cult/Extremist Name	TEXT	215	20	Organization Name Text
163	Cult/Extremist Location City	TEXT	235	20	City Name
164	Cult/Extremist Location State	TEXT	255	2	State Code
165	Pretrial Confinement Begin Date	YYYYMMDD	257	8	Person-Facility Begin Date
166	Pretrial Confinement End Date	YYYYMMDD	265	8	Person-Facility End Date
167, 15	Pretrial Controlling Offense Statutory Basis	A=Uniform Code of Military Justice B=Non-Criminal Fatality (High Interest) C=State D=Local E=Foreign F=Federal, Non-Uniform Code of Military Justice	273	1	Derived: Offense Statutory Basis Code; Organization- Guidance Reason Code
167, 16	Pretrial Controlling Offense Identifier	See Appendix 1.	274	6	Offense Identifier



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
167, 17	Pretrial Controlling Offense Offense Result	A=Attempted C=Completed	280	1	Offense Name
167, 18	Pretrial Controlling Offense Involvement	P=Principal A=Accessory C=Conspiracy S=Solicit	281	1	Derived: Person-Situation Role Category Code; Offense Type Code
168	Post-Trial Confinement Date	YYYYMMDD	282	8	Person-Facility Begin Date
169	Confinement Reason Gained	A=New Sentence B=Parole Revocation C=Returned Escapee D=Transfer E=Vacated Suspension F=Pretrial Confinement	290	1	Confinement Circumstance Code
170, 15	Post-Trial Controlling Offense Statutory Basis	A=Uniform Code of Military Justice B=Non-Criminal Fatality (High Interest) C=State D=Local E=Foreign F=Federal, Non-Uniform Code of Military Justice	291	1	Derived: Offense Statutory Basis Code; Organization- Guidance Reason Code
170, 16	Post-Trial Controlling Offense Identifier	See Appendix 1.	292	6	Offense Identifier
170, 17	Post-Trial Controlling Offense Offense Result	A=Attempted C=Completed	298	1	Offense Name
170, 18	Post-Trial Controlling Offense Involvement	P=Principal A=Accessory C=Conspiracy S=Solicit	299	1	Derived: Person-Situation Role Category Code; Offense Type Code
171	Losing Confinement Facility UIC		300	8	Organization- Designator Source Assigned Identifier
138	Date Adjudged	YYYYMMDD	308	8	Evaluation-Schedule- Component Date



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
172	Minimum Release Date	YYYYMMDD	316	8	Derived: Fixed-Term- Confinement-Sentence Duration Quantity; Judicial-Proceeding Type Code; Person-Facility Begin Date
173	Full-Term Release Date	YYYYMMDD	324	8	Derived: Fixed-Term- Confinement-Sentence Duration Quantity; Judicial-Proceeding Type Code; Person-Facility Begin Date; Unconditional- Release-Confinement Type Code
174	Clemency Eligibility Date	YYYYMMDD	332	8	Person-Examination- Type-Reason Begin Date
175	Parole Eligibility Date	YYYYMMDD	340	8	Person-Examination- Type-Reason Begin Date
176	Release Date	YYYYMMDD	348	8	Person-Facility End Date
177	Release Reason	A=Appellate D=Death T=Transfer E=Escape C=Clemency O=Overturned X=Expiration of Sentence P=Parole R=Returned to Duty I=Investigative Officer's Release L=Emergency Leave M=Magistrate's Release	356	1	Derived: Conditional-Release- Confinement Type Code; Confinement Termination Type Code; Unconditional- Release-Confinement Type Code
178	Release Agency Name	TEXT	357	20	Organization Name Text
179	Release Location Zipcode	999999999	377	9	Postal-Region Code



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
180	Fatality Reason	E=Execution N=Natural Causes/Illness S=Suicide H=Homicide A=Accident	386	1	Derived: Confinement Termination Type Code
181	Fatality Associated FBI Location Number		387	9	Derived: Organization- Designator Source Assigned Identifier; Situation Identifier
182	Fatality Associated Incident Number		396	12	Derived: Organization-Designator Source Assigned Identifier; Situation Identifier
183	Escapee Returned to Custody Date	YYYYMMDD	408	8	Person-Facility Begin Date; Confinement Circumstance Code
184	Federal Bureau of Prisons Transfer Facility Code	See Appendix 5.	416	3	Derived: Facility Name; Organization-Name Text
185	Military Transfer Facility UIC		419	8	Organization- Designator Source Assigned Identifier
186	Number of Victims Electing Notification	99	427	2	Derived: Administrative-Event Subject Code; Administrative-Event Type Code; Person-Situation Role Code
187	Number of Witnesses Electing Notification	99	429	2	Derived: Administrative-Event Subject Code; Administrative-Event Type Code; Person-Situation Role Code
188	Notification Begin Date	YYYYMMDD	431	8	Person-Document- Representation- Reason Begin Date



FIELD NUM	FIELD NAME	DOMAIN	REC POS	SIZE	STANDARD
189	Notification Reason	A=Parole Eligibility Date B=Clemency Eligibility Date C=Parole Hearing D=Clemency Hearing E=Transfer F=Escape G=Returned Escapee H=Release I=Initial Contact	439	1	Derived: Person-Examination-Type-Reason Code; Confinement Termination Type Code; Confinement Circumstance Code
190	Number of Victims Terminating Notification	99	440	2	Derived: Administrative-Event Category Code; Administrative-Event Subject Code
191	Number of Witnesses Terminating Notification	99	442	2	Derived: Administrative-Event Category Code; Administrative-Event Subject Code
194	Sex Offender Processing Required	Y=Yes N=No	444	1	No Standard
195	Date Notification of Release Provided to State	YYYYMMDD	445	8	
196	Date Prisoner Notified of State Registration	YYYYMMDD	453	8	



### C3. CHAPTER 3

#### DATA SUBMISSION PROCEDURES

##### C3.1. INFORMATION REQUIREMENTS

C3.1.1. Reporting requirements under DoD 8320.1-M (reference (q)) provide for standard definitions and automated media submission formats as specified in this Manual. Data shall be collected directly from each Service in an automated format.

C3.1.2. Data collection, preparation, storage, and submission shall be in accordance with DoD Directive 8910.1 and DoD Directive 8320.1 (references (r) and (s)).

C3.1.3. DoD standard data elements and codes established by reference (q) shall be used, where applicable. When source files contain codes different from the standard, conversion to the DoD standard is the responsibility of the submitting organization.

C3.1.4. Automated data shall be reported through separate files, as specified in section C3.2., below, and formatted and coded as specified in Figures C2.F1. through C2.F8.

C3.1.4.1. In cases where the requested formats or coding structures do not correspond to available data structures in current organizational systems, the DMDC shall work with the affected organization to develop a transition plan to implement the data requirement.

C3.1.4.2. Reports shall be prepared using the specified reporting procedures and submitted 15-working days after the end of each month.

C3.1.4.3. The DMDC shall return submissions containing errors with appropriate error notification to the submitting agency. The submitting agency shall make the appropriate corrections and resubmit the report within 30 days. Data submitted to the DMDC is edited in accordance with the requirements specified in DIBRS Manual. In addition, if data element 5, REPORTABLE TO NIBRS, is "Y", additional edit checks are performed in accordance with the requirements of the FBI, as specified in the FBI UCR Volumes 1 to 4. Formal training is available for understanding the rules of data submission and error correction. All errors shall be returned to the submitting agency with full explanations and descriptions. All data submission errors shall be tracked to completion. Corrections for each type of error are varied; however, three general classes of messages shall be provided to submitters with full explanation statements.



C3.1.4.3.1. Data Prevented Load. Errors are so profound that the segment is prevented from being processed by DIBRS system. Examples include segments submitted for which an Administrative segment does not exist, or a segment submitted without all key fields reported. In all cases, "Data Prevented Load" errors mean the segment was rejected by DIBRS system. A new "add" record should be submitted to correct this type of error.

C3.1.4.3.2. Data Not Reportable. Errors are generated when any of DIBRS or NIBRS (when appropriate) edit checks indicate a code is not correct or a logical check is marked invalid in accordance with the reporting instructions. The submitted data fields are ACCEPTED as submitted; however, the incident may not be reported to the NIBRS until the submitting agency corrects all errors that make the transaction marked invalid for submission. To correct the data, the submitting agency must resubmit segment information either as a "modify" or as a "delete" followed by an "add" if the segment was originally accepted. There are numerous examples of actions required that shall be contained in the full explanation returned to the submitting agency. The DMDC shall submit any segments needed to correct or add the NIBRS incident.

C3.1.4.3.3. Warning: Data Shall Be Re-coded at Report Time. This warning shall be provided to the submitting agencies whenever a code submitted in accordance with DIBRS must be re-coded to submit to the NIBRS. No correction is required when this warning is received.

## C3.2. SUBMISSION INSTRUCTIONS

Data can be submitted to the DMDC either electronically or via tape or cartridge.

C3.2.1. Electronic Submission. Coordinate file naming conventions with the DMDC before the transmission of data via the Defense Information Systems Network or a comparable data network. Submitting organizations are responsible for the accuracy and completeness of each electronic data transfer.

C3.2.2. Diskette. Small files may be submitted on 3 1/2-inch double-sided, high-density diskettes holding ASCII character data that are MS-DOS compatible. Unix- or MacIntosh-based systems cannot be accepted.

### C3.2.3. Tape or Cartridge Submission

#### C3.2.3.1. System Specifications:



C3.2.3.1.1. International Business Machine (IBM) standard label is preferred; unlabeled is acceptable.

C3.2.3.1.2. IBM 3480 data cartridge is preferred; 9 track ten inch round reel is acceptable.

C3.2.3.1.3. Density -- 38.8K bits per inch (BPI) for cartridges; 6250 BPI for round reel is preferred, 1600 BPI is acceptable.

C3.2.3.1.4. Numeric data shall be right-justified with leading zeros; alpha data shall be left-justified with trailing blanks.

C3.2.3.1.5. For file transmission, USE BLANKS FOR NULL, INAPPLICABLE AND UNAVAILABLE DATA, unless another code is specified.

C3.2.3.2. External Label:

C3.2.3.2.1. Name of file (Administrative, Offense, Victim, etc.).

C3.2.3.2.2. Submitting activity.

C3.2.3.2.3. Density.

C3.2.3.2.4. Tracks.

C3.2.3.2.5. Submission date.

C3.2.3.2.6. Report control number.

C3.2.3.2.7. Reel sequence number.

C3.2.3.2.8. Report "as of" date.

C3.2.3.2.9. Record Count.

C3.2.3.3. Shipping Instructions:

C3.2.3.3.1. Tapes shall be mailed to the following address:

Defense Manpower Data Center (DMDC)  
Office of the Assistant Secretary of Defense (P&R)  
Project Officer, DIBRS File



DoD Center Monterey Bay  
400 Gigling Road  
Seaside, CA 93955-6771

C3.2.3.3.2. Data that are mailed after the stated due date should be shipped with guaranteed next day delivery.

C3.2.3.3.3. Diskettes, magnetic tapes and/or cartridges containing personal information must display adequate advisories that they are subject to reference (l).

### C3.3. CORRECTION OF RECORDS

C3.3.1. Individual written requests for correction of DIBRS records may be addressed to the address in subparagraph C3.2.3.3.1., above, for action and response. These requests shall be handled as follows:

C3.3.1.1. The DMDC shall verify with the relevant Component-Responsible Official that DIBRS record is consistent with the DoD Component records. If it is not, the DMDC shall correct DIBRS record.

C3.3.1.2. If DIBRS record is consistent with the DoD Component records, the DMDC shall forward the request for correction of records to the Component-Responsible Official for investigation and validation. The Component-Responsible Official shall submit corrected records to the DMDC as soon as the investigation is complete. The DMDC shall submit corrections as specified by NIBRS or reference (d) reporting procedures.

C3.3.1.3. At the request of the FBI, the DMDC shall verify within 3-working days whether a DIBRS record is consistent with FBI records. If DIBRS record is inconsistent with FBI records, the DMDC shall forward the matter to the Component-Responsible Official for investigation and validation.

C3.3.2. The DMDC shall be responsible for providing all responses, both interim and final, as appropriate, to individuals requesting correction of DIBRS records.

### C3.4. AUTHORIZED RELEASE OF INDIVIDUAL INFORMATION

C3.4.1. Requests from individuals for information about themselves shall be processed under the Privacy Act procedures as determined by the Privacy Act Officer,



Defense Logistics Agency, Ft. Belvoir, Virginia as specified in the DIBRS system of records notice at 62 FR 44264 (reference (t)).

C3.4.2. All other requests for information about individuals shall be forwarded for action to the individual's sponsoring DoD Component. As stated in reference (a), "Access by DoD Components and personnel to information containing personal identifiers shall be limited solely to the DMDC's use for official statistical analysis and record verification." Individually identifiable data from DIBRS system of records is releasable, outside of the Department of Defense only to the FBI to satisfy Brady Bill reporting requirements (reference (d)).

### C3.5. AUTHORIZED RELEASE OF STATISTICAL INFORMATION

C3.5.1. The DMDC shall extract a quarterly compendium of statistical information and circulate it to the DoD Components for review. Personal identifiers shall not be released as a part of the extract nor shall any information that is identifying by circumstance. Once the DoD Components have reviewed the extract without objection, the DMDC shall release the information in response to legitimate inquiries. In case of a request for statistical information not included in the quarterly compendium, the DMDC shall coordinate each new analysis with any concerned DoD Component prior to release.

C3.5.2. The Department of Defense is required to send the data from the DoD Database on Domestic Violence to the Congress each year the Defense Task Force on Domestic Violence submits an annual report, 5 U.S.C. 591 (reference (u)).

### C3.6. UNAUTHORIZED ACCESS

The DMDC stores input reports on cartridge locked in a bank-type vault and accessed only by properly cleared computer center personnel. Backup tapes are stored in a similar vault at the U.S. Naval Postgraduate School in Monterey. The DMDC stores data diskettes in the secure DMDC facility at 400 Gigling Road in Seaside, California. Badge authorization is required for entry into the facility. DIBRS data are stored on a server drive that is restricted to only authorized DIBRS users through a Novell group. Additionally, there are a limited number of users that have access to the Oracle database. At all times, the data are under the control of the DMDC DIBRS Database Administrator. DMDC personal computers are all within the secure DMDC facility. Detailed information on DMDC security procedures is available on request from the DIBRS Project Officer at the address in subparagraph C3.2.3.3.1., above.



### C3.7. DATABASE CHANGE MANAGEMENT

Changes to this Manual should be submitted to DIBRS Council Configuration Management Subcommittee. This committee meets, at least, twice a year to consider the impact of suggested changes on each submitting agency. Changes resulting from new legislation or additional requirements shall be presented to this subcommittee for consideration. The subcommittee shall advise the OUSD(P&R) on implementation schedules.

### C3.8. TESTING PROCEDURES FOR UNMATCHED SEGMENTS

During implementation testing, if it is not possible to submit the adjudication segments of Commander's Action, Results of Trial, and Corrections as part of a complete incident (e.g., reporting responsibility is split across functional areas with different submission capabilities) submission records not corresponding to existing incidents must be submitted as a separate file and designated with a file name containing X (Commander's Action), Y (Results of Trial), Z (Corrections) respectively and these files shall be processed and reported on as test data only. The data cannot and shall not remain part of DIBRS database and shall not be used for any external reporting outside of the DMDC.

### C3.9. DIBRS PERSONAL IDENTIFIER DATA (PID) SHELF-LIFE POLICY

C3.9.1. On March 16, 2001, DIBRS PID Shelf-Life Policy was approved. The policy establishes a set of offense categories that govern the length of time PID remains in DIBRS database for a given incident. The Shelf-Life Policy has three primary objectives:

C3.9.1.1. Provide DIBRS database managers the tools (PID) they need for quality control -- insuring that individuals/incidents are matched across DIBRS segments and time of submission.

C3.9.1.2. Mitigate Freedom of Information Act/Privacy concerns by limiting the time PID resides in the database, based on the class of crime, statutory reporting requirements, and Service punishment policy.

C3.9.1.3. Match DIBRS, as a criminal database, with those Service policies that do not carry an individuals criminal record forward.



C3.9.2. The offense categories and corresponding PID shelf life are displayed in the table below.

Figure C3.F1. Shelf Life

Offense Category	PID Shelf Life
Offenses reportable under Brady, Lautenberg, or involving sex offender registration:	99 years from entry into database
Class A offenses (other than those disposed of by Article 15/administrative sanction) not reportable by the Department of Defense under Brady, Lautenberg, or involving sex offender registration:	5 years from entry into database or term of confinement, whichever is longer
Military offenses (for which there is no NIBRS equivalent) not reportable by the Department of Defense under Brady and for which confinement of more than 1 year or death is adjudged by a court-martial:	5 years from entry into database or term of confinement, whichever is longer
Class B offenses (other than those disposed of by Article 15/administrative sanction) not reportable by the Department of Defense under Brady or involving sex offender registration:	3 years from entry into database or term of confinement, whichever is longer
Military offenses (other than those disposed of by Article 15/administrative sanction)(for which there is no NIBRS equivalent) not reportable by the Department of Defense under Brady:	3 years from entry into database
Offenses disposed of by Article 15 or by administrative sanctions and not reportable by the Department of Defense under Brady, Lautenberg, or involving sex offender registration:	6 months from entry into database
Acquittals, set aside actions and unfounded allegations:	Immediate removal



## AP1. APPENDIX 1

### INSTRUCTIONS FOR CREATING OFFENSE INFORMATION

#### AP1.1. OFFENSE CODES - GENERAL

AP1.1.1. Offense Codes are divided into four basic components. The **Offense Statutory Basis** indicates the source of the statute violated, i.e., the statutory basis of the offense that, in turn, creates the jurisdiction involved. Federal codes other than the UCMJ should include the correct statute reference. The applicable codes for this field are:

- A - Uniform Code of Military Justice.
- B - Non-Criminal Fatality (High Interest)
- C - State
- D - Local
- E - Foreign
- F - Federal, Non-Uniform Code of Military Justice

AP1.1.2. The second component is the **Offense Code**. This is the offense itself. Standard offense codes were developed for reporting UCMJ codes. They can be found with their related NIBRS code in The UCMJ Code Table.

AP1.1.3. The third component, **Offense Result**, indicates whether the offense was attempted or completed. Valid entries are:

- A - Attempted
- C - Completed

AP1.1.4. The last component, **Involvement**, indicates the level of involvement of the person committing the offense. This component applies only when the offense is associated with a person. Valid entries are:

- P - Principal
- A - Accessory
- C - Conspiracy
- S - Solicit



## AP1.2. UCMJ CODES

An example of reporting a UCMJ code for Attempted Distribution of Schedule IV or V Drugs when the incident involves an arrestee would be:

Offense Statutory Basis Code = A  
Offense Code = 112AD2  
Offense Result = A  
Involvement = P

## AP1.3. LOCAL, STATE, FEDERAL, AND FOREIGN CODES

AP1.3.1. An example of how to report a local, State, Federal (other than UCMJ), or foreign code is as follows:

Assume the case was completed breaking and entering in the Commonwealth of Virginia and the incident being reported involved the primary suspect. The valid code entry would be:

Offense Statutory Basis Code = C  
Offense Code = The NIBRS code **220** would be entered as the best translation of Virginia State Code 18.2-90 into NIBRS.  
Offense Result = C  
Involvement = P

AP1.3.2. For reporting Federal offenses committed by civilians, locate the UCMJ offense that is comparable to the Federal offense and use its NIBRS code.

## AP1.4. REPORTING SUICIDE

The special Offense Code for suicide is "0000A6." The Offense Statutory Basis should be set to "B" for Non-Criminal Fatality (High Interest) and the Offense Result should reflect whether the suicide was attempted or completed.

## AP1.5. UCMJ TO NIBRS OFFENSE CONVERSION

Figures AP1.F1. and AP1.F2. provide for conversion from UCMJ Offense Codes to NIBRS Offense Codes. Figure AP1.F1. is sorted by Offense Description. Figure AP1.F2. is sorted by UCMJ Code.



Figure AP1.F1. UCMJ to NIBRS Offense Conversion  
(Offense Description Order)

Offense Description	UCMJ Code	NIBRS Code
ABUSING ANIMAL	134-A1	XXX
ADULTERY	134-B1	90Z
AIDING THE ENEMY	104-A-	XXX
ALLOW ESCAPE: DESIGN	096-B2	90Z
ALLOW ESCAPE: NEGLIGENCE	096-B1	90Z
ARSON: AGGRAVATED	126-A-	200
ARSON: PROPERTY \$100 OR LESS	126-B1	200
ARSON: PROPERTY MORE THAN \$100	126-B2	200
ASSAULT: BY BATTERY	128-B-	13B
ASSAULT: CHILD UNDER 16	128-G-	13A
ASSAULT: COMMISSIONED OFFICER	128-C-	13B
ASSAULT: CWO	091-A1	13B
ASSAULT: CWO	128-D-	13B
ASSAULT: HARM INFLICTED, FIREARM	128-J1	13A
ASSAULT: HARM INFLICTED, OTHER	128-J2	13A
ASSAULT: HARM INTENDED, FIREARM	128-H1	13A
ASSAULT: HARM INTENDED, OTHER	128-H2	13A
ASSAULT: IN TIME OF WAR	090-A2	13B
ASSAULT: INDECENT	134-C1	11D
ASSAULT: INTENT ARSON/BURGLARY	134-C8	13A
ASSAULT: INTENT TO HOUSEBREAK	134-C7	13A
ASSAULT: INTENT TO MANSLAUGHTER	134-C3	13A
ASSAULT: INTENT TO MURDER	134-C2	13A
ASSAULT: INTENT TO RAPE	134-C4	11A
ASSAULT: INTENT TO ROB	134-C5	13A
ASSAULT: INTENT TO SODOMIZE	134-C6	11B
ASSAULT: MILT/CIV LAW ENFORCER	128-F-	13B
ASSAULT: NCO OR PO	128-E-	13B
ASSAULT: OFFICER EXECUTING DUTY	090-A1	13B
ASSAULT: OTHER NCO/PO	091-A3	13B
ASSAULT: SIMPLE	128-A-	13B
ASSAULT: SUPERIOR NCO/PO	091-A2	13B
ASSIMILATED CRIMES ACT	134-Y2	XXX
BAD CHECK: DECEIVE	123AB-	90A
BAD CHECK: DEFRAUD \$100 OR LESS	123AA1	90A
BAD CHECK: DEFRAUD MORE THAN \$100	123AA2	90A



Offense Description	UCMJ Code	NIBRS Code
BEFORE ENEMY: CAST AWAY ARMS OR AMMUNITION	099-D-	XXX
BEFORE ENEMY: CAUSE FALSE ALARMS	099-G-	XXX
BEFORE ENEMY: COWARDLY CONDUCT	099-E-	XXX
BEFORE ENEMY: ENDANGER COMMAND/UNIT/PLACE/SHIP	099-C-	XXX
BEFORE ENEMY: FAIL TO AFFORD RELIEF OR ASSISTANCE	099-I-	XXX
BEFORE ENEMY: QUIT PLACE OF DUTY TO PLUNDER/PILLAGE	099-F-	XXX
BEFORE ENEMY: RUN AWAY	099-A-	XXX
BEFORE ENEMY: SHAMEFUL ABANDON/SURRENDER COMMAND	099-B-	XXX
BEFORE ENEMY: WILLFUL FAILURE TO ENCOUNTER ENEMY	099-H-	XXX
BIGAMY	134-B2	90Z
BREACH OF PEACE	116-B-	90C
BREAK ARREST	095-B-	90Z
BREAK QUARANTINE	134-G3	XXX
BRIBERY	134-D1	510
BURGLARY	129---	220
BURN WITH INTENT TO DEFRAUD	134-E1	200
CARNAL KNOWLEDGE: CHILD 12 TO 16 YRS OLD	120-B1	36B
CARNAL KNOWLEDGE: CHILD UNDER 12 YRS OLD	120-B2	36B
CHECK: WORTHLESS MAKE/UTTER	134-F1	90A
COHABITATION: WRONGFUL	134-B3	XXX
COMMUNICATING WITH THE ENEMY	104-D-	XXX
COMPEL SURRENDER	100-A-	XXX
CONDUCT UNBECOMING OFFICER: COPY CHEAT	133-A-	XXX
CONDUCT UNBECOMING OFFICER: DRUNK/DISORDERLY	133-B-	90C
CONDUCT UNBECOMING OFFICER: FRATERNIZATION	133-C-	XXX
CONDUCT UNBECOMING OFFICER: OTHER	133-D-	XXX
CONTEMPT TOWARD OFFICIALS	088---	XXX
CORRECTIONAL CUSTODY: BREACH	134-G2	XXX
CORRECTIONAL CUSTODY: ESCAPE	134-G1	XXX
CRIME AND OFFENSES NOT CAPITAL	134-Y1	XXX
CRUELTY OF SUBORDINATES	093---	90Z
DEALING IN CAPTURED PROPERTY: \$100 OR LESS	103-C1	280
DEALING IN CAPTURED PROPERTY: MORE THAN \$100	103-C2	280
DELAY DISPOSITION OF CASE	098-A-	XXX
DELIVER LESSER AMT THAN ON RECEIPT: \$100 OR LESS	132-G1	26A
DELIVER LESSER AMT THAN ON RECEIPT: MORE THAN \$100	132-G2	26A
DERELICT DUTIES: NEGLECT	092-C1	XXX
DERELICT DUTIES: WILLFUL	092-C2	XXX
DESERT: AVOID DUTY	085-A-	XXX
DESERT: BEFORE NOTICE: APPREHEND	085-C1	XXX



Offense Description	UCMJ Code	NIBRS Code
DESERT: BEFORE NOTICE: OTHER	085-C2	XXX
DESERT: IN TIME OF WAR	085-D-	XXX
DESERT: OTHERWISE TERMINATE	085-B2	XXX
DESERT: TERMINATE BY APPREHENSION	085-B1	XXX
DESTROY OR DAMAGE NONMILT PROPERTY: \$100 OR LESS	109-B1	290
DESTROY OR DAMAGE NONMILT PROPERTY: MORE THAN \$100	109-B2	290
DISCLOSE PAROLE/COUNTERSIGN TO UNAUTHORIZED	101-A-	XXX
DISLOYAL STATEMENT	134-I1	XXX
DISOBEY: CWO	091-B1	XXX
DISOBEY: IN TIME OF WAR	090-B2	XXX
DISOBEY: LAWFUL ORDER OF COMMOFFICER	090-B1	XXX
DISOBEY: NCO OR PO	091-B2	XXX
DISORDERLY CONDUCT: BRING DISCREDIT	134-J8	90C
DISORDERLY CONDUCT: OTHER CASES	134-J9	90C
DISRESPECT TOWARD SUPERIOR	089---	XXX
DISRESPECT: CWO	091-C1	XXX
DISRESPECT: OTHER NCO/PO	091-C3	XXX
DISRESPECT: SUPERIOR NCO/PO	091-C2	XXX
DRINK LIQUOR WITH PRISONER	134-J6	90E
DRUGS: DISTRIBUTE SCHEDULE I, II, OR III DRUGS	112AD1	35A
DRUGS: DISTRIBUTE SCHEDULE IV OR V DRUGS	112AD2	35A
DRUGS: IMPORT AND/OR EXPORT SCHEDULE I, II, OR III	112AI1	35A
DRUGS: IMPORT AND/OR EXPORT SCHEDULE IV OR V	112AI2	35A
DRUGS: INTRO W/ INTENT TO DISTR SKED I, II, OR III	112AH1	35A
DRUGS: INTRO W/ INTENT TO DISTR SKED IV OR V	112AH2	35A
DRUGS: INTRODUCE 30 GRAMS OR MORE OF MARIJUANA	112AG4	35A
DRUGS: INTRODUCE LESS THAN 30 GRAMS OF MARIJUANA	112AG3	35A
DRUGS: INTRODUCE SCHEDULE I, II, OR III DRUGS	112AG1	35A
DRUGS: INTRODUCE SCHEDULE IV OR V DRUGS	112AG2	35A
DRUGS: MANUFACTURE 30 GRAMS OR MORE OF MARIJUANA	112AE4	35A
DRUGS: MANUFACTURE LESS THAN 30 GRAMS OF MARIJUANA	112AE3	35A
DRUGS: MANUFACTURE SCHEDULE I, II, OR III DRUGS	112AE1	35A
DRUGS: MANUFACTURE SCHEDULE IV OR V DRUGS	112AE2	35A
DRUGS: MFG W/ INTENT TO DISTR SKED I, II, OR III	112AF1	35A
DRUGS: MFG W/ INTENT TO DISTR SKED IV OR V	112AF2	35A
DRUGS: POSS W/ INTENT TO DISTR SKED I, II, OR III	112AB1	35A
DRUGS: POSS W/ INTENT TO DISTR SKED IV OR V	112AB2	35A
DRUGS: POSSESS 30 GRAMS OR MORE OF MARIJUANA	112AA4	35A
DRUGS: POSSESS LESS THAN 30 GRAMS OF MARIJUANA	112AA3	35A
DRUGS: POSSESS SCHEDULE I, II, OR III DRUGS	112AA1	35A



Offense Description	UCMJ Code	NIBRS Code
DRUGS: POSSESS SCHEDULE IV OR V DRUGS	112AA2	35A
DRUGS: USE 30 GRAMS OR MORE OF MARIJUANA	112AC4	35A
DRUGS: USE LESS THAN 30 GRAMS OF MARIJUANA	112AC3	35A
DRUGS: USE SCHEDULE I, II, OR III DRUGS	112AC1	35A
DRUGS: USE SCHEDULE IV OR V DRUGS	112AC2	35A
DRUNK DRIVING: OTHER CASES	111-A2	90D
DRUNK DRIVING: PERSONAL INJURY	111-A1	90D
DRUNK ON DUTY	112---	90E
DRUNK PRISONER	134-J7	90E
DRUNK/DISORDERLY: BRING DISCREDIT	134-J4	90E
DRUNK/DISORDERLY: ON SHIP	134-J3	90E
DRUNK/DISORDERLY: OTHER	134-J5	90E
DRUNK: ABOARD SHIP	134-J1	90E
DRUNK: OTHER CASES	134-J2	90E
DRUNK: UNABLE TO PERFORM DUTIES	134-J0	90E
DUELING	114---	13A
ESCAPE FROM CUSTODY	095-C-	90Z
ESCAPE FROM POSTTRIAL CONFINEMENT	095-D2	90Z
ESCAPE FROM PRETRIAL CONFINEMENT	095-D1	90Z
ESPIONAGE	106-A-	90Z
EXTORTION	127---	210
FAIL TO ENFORCE PROCEDURAL RULES	098-B-	XXX
FAIL TO OBEY GENERAL ORDER: APPEARANCE	092-A1	XXX
FAIL TO OBEY GENERAL ORDER: BLACK MARKET	092-A2	26A
FAIL TO OBEY GENERAL ORDER: FRATERNIZATION	092-A3	90Z
FAIL TO OBEY GENERAL ORDER: OTHER	092-A0	XXX
FAIL TO OBEY GENERAL ORDER: PARAPHERNALIA	092-A4	35B
FAIL TO OBEY GENERAL ORDER: SECURITY	092-A5	23H
FAIL TO OBEY GENERAL ORDER: SEXUAL HARASSMENT	092-A6	XXX
FAIL TO OBEY GENERAL ORDER: STANDARDS OF CONDUCT	092-A7	XXX
FAIL TO OBEY GENERAL ORDER: TRAFFIC	092-A8	XXX
FAIL TO OBEY GENERAL ORDER: WEAPONS	092-A9	520
FAIL TO OBEY OTHER ORDER	092-B-	XXX
FAIL TO PAY DEBT	134-H1	26A
FAIL TO REPORT/TURN OVER PROPERTY: \$100 OR LESS	103-B1	280
FAIL TO REPORT/TURN OVER PROPERTY: MORE THAN \$100	103-B2	280
FAIL TO SECURE PROPERTY: \$100 OR LESS	103-A1	XXX
FAIL TO SECURE PROPERTY: MORE THAN \$100	103-A2	XXX
FALSE OFFICIAL STATEMENTS	107-B-	26A
FALSE PRETENSE: \$100 OR LESS	134-L1	26A



Offense Description	UCMJ Code	NIBRS Code
FALSE PRETENSE: MORE THAN \$100	134-L2	26A
FALSE SWEARING	134-M1	90Z
FIREARM: DISCHARGE, NEGLECT	134-N1	520
FIREARM: DISCHARGE, WILLFUL	134-N2	520
FLEE SCENE: ACCIDENT	134-O1	90Z
FORCING SAFEGUARD	102---	XXX
FORGERY: MAKING/ALTERING	123-A-	250
FORGERY: UTTERING	123-B-	250
FRATERNIZATION	134-B4	XXX
FRAUD: FALSE DOCUMENT WITH CLAIM	132-C-	26A
FRAUD: FALSE OATH IN CONNECTION WITH CLAIM	132-D-	26A
FRAUD: FORGERY OF SIGNATURE	132-E-	26A
FRAUD: MAKE FALSE CLAIM	132-A-	26A
FRAUD: PRESENT FALSE CLAIM	132-B-	26A
FRAUD: USE FORGED SIGNATURE	132-F-	26A
FRAUDULENT ENLISTMENT	083-A-	XXX
FRAUDULENT SEPARATION	083-B-	XXX
GAMBLE WITH SUBORDINATE	134-P1	XXX
GIVE PAROLE/COUNTERSIGN DIFFERENT FROM AUTHORIZED	101-B-	XXX
GIVING INTELLIGENCE TO THE ENEMY	104-C-	XXX
GRAFT	134-D2	510
HARBORING OR PROTECTING THE ENEMY	104-B-	XXX
HAZARD VESSEL: NEGLIGENT	110-B-	90Z
HAZARD VESSEL: WILLFUL	110-A-	90Z
HOMICIDE: NEGLIGENT	134-C9	09B
HOUSEBREAKING	130---	220
IMPERSONATE, INTENT TO DEFRAUD: OFF, WO, NCO	134-Q1	26C
IMPERSONATE, INTENT TO DEFRAUD: OTHER	134-Q3	26C
IMPERSONATE, NO INTENT TO DEFRAUD: OFF, WO, NCO	134-Q2	26C
IMPERSONATE, NO INTENT TO DEFRAUD: OTHER	134-Q4	26C
INDECENT ACT: WITH CHILD	134-R1	11D
INDECENT ACTS: WITH OTHERS	134-R5	11D
INDECENT EXPOSURE	134-R2	90Z
INDECENT LANGUAGE TO CHILD UNDER 16	134-R3	90Z
INDECENT LANGUAGE: ALL OTHER	134-R4	90C
INJURE SELF: OTHER	115-B2	XXX
INJURE SELF: TIME OF WAR	115-B1	XXX
JUMP VESSEL	134-P2	XXX
KIDNAPPING	134-S1	100
LARCENY: MILT PROPERTY \$100 OR LESS	121-A1	23H



Offense Description	UCMJ Code	NIBRS Code
LARCENY: MILT PROPERTY MORE THAN \$100	121-A2	23H
LARCENY: NONMILT PROPERTY \$100 OR LESS	121-B1	23H
LARCENY: NONMILT PROPERTY MORE THAN \$100	121-B2	23H
LOOTING, PILLAGING	103-D-	23H
MAIL: ALL OTHER	134-T3	26A
MAIL: DEPOSIT OBSCENITY	134-T2	370
MAIL: DESTROY, STEAL, TAKE, OPEN	134-T1	26A
MAIMING	124---	13A
MAKE/DELIVER RCPT W/OUT FULL KNOWL: \$100 OR LESS	132-H1	26A
MAKE/DELIVER RCPT W/OUT FULL KNOWL: MORE THAN \$100	132-H2	26A
MALINGER: OTHER	115-A2	XXX
MALINGER: TIME OF WAR	115-A1	XXX
MANSLAUGHTER: INVOLUNTARY	119-B1	09B
MANSLAUGHTER: INVOLUNTARY WITH SPECIFIED OFFENSES	119-B2	09A
MANSLAUGHTER: VOLUNTARY	119-A-	09A
MILT PASS: ALL OTHER	134-K4	250
MILT PASS: WRONGFUL MAKE/TAMPER/ALTER/COUNTERFEIT	134-K1	250
MILT PASS: WRONGFUL SALE/GIFT/LOAN/DISPOSITION	134-K2	250
MILT PASS: WRONGFUL USE/POSSESS	134-K3	26C
MISAPPROPRIATE: \$100 OR LESS	121-C1	23H
MISAPPROPRIATE: CAR, PLANE, BOAT	121-C3	240
MISAPPROPRIATE: MORE THAN \$100	121-C2	23H
MISBEHAVE: SENTINEL IN WAR	113-A1	XXX
MISBEHAVE: SENTINEL OTHER PLACES	113-A3	XXX
MISBEHAVE: SENTINEL WITH SPECIAL PAY	113-A2	XXX
MISCONDUCT AS POW: FOR FAVORABLE TREATMENT	105-A-	XXX
MISCONDUCT AS POW: MALTREAT PRISONER	105-B-	XXX
MISPRISON: SERIOUS OFFENSE	134-U1	90Z
MISS MOVEMENT: DESIGN	087-A-	XXX
MISS MOVEMENT: NEGLECT	087-B-	XXX
MURDER: ACT DANGEROUS TO OTHERS	118-C-	09A
MURDER: INTENT TO KILL/INFLECT GREAT BODILY HARM	118-B-	09A
MURDER: PREMEDITATED	118-A-	09A
MURDER: WITH SPECIFIED OFFENSES	118-D-	09A
MUTINY: BY VIOLENCE OR DISTURBANCE	094-A1	90C
MUTINY: FAILURE TO PREVENT OR SUPPRESS	094-A3	90C
MUTINY: FAILURE TO REPORT	094-A4	90C
MUTINY: REFUSING TO OBEY ORDERS OR PERFORM DUTY	094-A2	90C
NEGLECT: DAMAGE MILT PROPERTY: \$100 OR LESS	108-B1	290



Offense Description	UCMJ Code	NIBRS Code
NEGLECT: DAMAGE MILT PROPERTY: MORE THAN \$100	108-B2	290
OBSTRUCT JUSTICE	134-U2	90Z
OTHER 134	134-Z-	XXX
PANDERING	134-B5	40B
PAROLE: VIOLATION OF	134-G5	90Z
PERJURY: GIVING FALSE TESTIMONY	131-A-	90Z
PERJURY: SUBORNATION OF	134-U3	90Z
PERJURY: SUBSCRIBING FALSE STATEMENT	131-B-	90Z
PRISONER: ALLOWING TO DO UNAUTHORIZED ACT	134-G6	90Z
PROPERTY: SEIZURE, DESTRUCTION, REMOVAL	134-V2	90Z
PROSTITUTION	134-B6	40A
PROVOKING SPEECH/GESTURE	117---	13C
PUBLIC RECORD: ALTER/REMOVE	134-U5	290
RAPE	120-A-	11A
RECKLESS DRIVING: OTHER CASES	111-B2	90Z
RECKLESS DRIVING: PERSONAL INJURY	111-B1	90Z
REFUSE TO TESTIFY	134-U8	90Z
RELEASE PRISONER WITHOUT AUTHORITY	096-A-	90Z
REQUEST COMMISSION OF OFFENSE	134-U6	90Z
RESIST APPREHENSION	095-A-	90Z
RESTRICTION: BREAKING	134-G4	XXX
RIOT	116-A-	90C
ROBBERY: OTHER CASES	122-B-	120
ROBBERY: WITH FIREARM	122-A-	120
SEDITION	094-B1	90C
SEDITION: FAILURE TO PREVENT OR SUPPRESS	094-B2	90C
SEDITION: FAILURE TO REPORT	094-B3	90C
SELL MILT PROPERTY: \$100 OR LESS	108-A1	280
SELL MILT PROPERTY: FIREARM OR EXPLOSIVE	108-A3	280
SELL MILT PROPERTY: MORE THAN \$100	108-A2	280
SENTINEL: DISRESPECT	134-W1	XXX
SENTINEL: LOITERING AT OTHER TIMES	134-W3	XXX
SENTINEL: LOITERING IN TIME OF WAR	134-W2	XXX
SIGN FALSE DOCUMENT	107-A-	26A
SODOMY: CHILD 12 TO 16 YRS OLD	125-B1	11B
SODOMY: CHILD UNDER 12 YRS OLD	125-B2	11B
SODOMY: FORCE	125-A-	11B
SODOMY: OTHER	125-C-	90Z



Offense Description	UCMJ Code	NIBRS Code
SOLICIT ANOTHER TO COMMIT OFFENSE <sup>1</sup>	134-U7	90Z
SOLICIT: ACT OF SEDITION	082-B4	XXX
SOLICIT: COMMIT/ATTEMPT	082-A-	XXX
SOLICIT: DESERT	082-B1	XXX
SOLICIT: MISBEHAVE BEFORE ENEMY	082-B3	XXX
SOLICIT: MUTINY	082-B2	XXX
SPYING	106---	90Z
STOLEN PROPERTY: RECEIVE/CONCEAL/BUY \$100 OR LESS	134-V3	280
STOLEN PROPERTY: RECEIVE/CONCEAL/BUY MORE THAN \$100	134-V4	280
STRAGGLING	134-P3	XXX
STRIKE FLAG BEFORE ENEMY	100-B-	XXX
THREAT: BOMB	134-X1	13C
THREAT: COMMUNICATE	134-X2	13C
UA: 3 DAYS OR LESS	086-B1	XXX
UA: AVOID MANEUVERS	086-D-	XXX
UA: FROM PLACE OF DUTY	086-A1	XXX
UA: INTENT TO ABANDON	086-C2	XXX
UA: OVER 3 LESS THAN 30 DAYS	086-B2	XXX
UA: OVER 30 APPREHENDED	086-B4	XXX
UA: OVER 30 DAYS	086-B3	XXX
UA: TO PLACE OF DUTY	086-A2	XXX
UA: WATCH OR GUARD	086-C1	XXX
UNLAWFUL DETENTION	097---	100
UNLAWFUL ENLISTMENT/APPOINTMENT	084-A-	XXX
UNLAWFUL ENTRY	134-V1	220
UNLAWFUL SEPARATION	084-B-	XXX
WASTE OR SPOIL NONMILT PROPERTY: \$100 OR LESS	109-A1	290
WASTE OR SPOIL NONMILT PROPERTY: MORE THAN \$100	109-A2	290
WEAPON: CARRY CONCEALED	134-N3	520
WEARING UNAUTHORIZED INSIGNIA	134-P4	26C
WILLFUL: DAMAGE MILT PROPERTY: \$100 OR LESS	108-C1	290

<sup>1</sup> Note: For Offense Code 134-U7, enter the offense code of the offense solicited and use "S=Solicit" in Data Element 18 in the corresponding offense information field.



Offense Description	UCMJ Code	NIBRS Code
WILLFUL: DAMAGE MILT PROPERTY: FIREARM OR EXPLOSIVE	108-C3	290
WILLFUL: DAMAGE MILT PROPERTY: MORE THAN \$100	108-C2	290
WRONGFUL INTERFERENCES W/ ADMIN PROCEEDING	134-U4	XXX



Figure AP1.F2. UCMJ to NIBRS Offense Conversion  
(UCMJ Code Order)

UCMJ Code	Offense Description	NIBRS Code
082-A-	SOLICIT: COMMIT/ATTEMPT	XXX
082-B1	SOLICIT: DESERT	XXX
082-B2	SOLICIT: MUTINY	XXX
082-B3	SOLICIT: MISBEHAVE BEFORE ENEMY	XXX
082-B4	SOLICIT: ACT OF SEDITION	XXX
083-A-	FRAUDULENT ENLISTMENT	XXX
083-B-	FRAUDULENT SEPARATION	XXX
084-A-	UNLAWFUL ENLISTMENT/APPOINTMENT	XXX
084-B-	UNLAWFUL SEPARATION	XXX
085-A-	DESERT: AVOID DUTY	XXX
085-B1	DESERT: TERMINATE BY APPREHENSION	XXX
085-B2	DESERT: OTHERWISE TERMINATE	XXX
085-C1	DESERT: BEFORE NOTICE:APPREHEND	XXX
085-C2	DESERT: BEFORE NOTICE:OTHER	XXX
085-D-	DESERT: IN TIME OF WAR	XXX
086-A1	UA: FROM PLACE OF DUTY	XXX
086-A2	UA: TO PLACE OF DUTY	XXX
086-B1	UA: 3 DAYS OR LESS	XXX
086-B2	UA: OVER 3 LESS THAN 30 DAYS	XXX
086-B3	UA: OVER 30 DAYS	XXX
086-B4	UA: OVER 30 APPREHENDED	XXX
086-C1	UA: WATCH OR GUARD	XXX
086-C2	UA: INTENT TO ABANDON	XXX
086-D-	UA: AVOID MANEUVERS	XXX
087-A-	MISS MOVEMENT: DESIGN	XXX
087-B-	MISS MOVEMENT: NEGLECT	XXX
088---	CONTEMPT TOWARD OFFICIALS	XXX
089---	DISRESPECT TOWARD SUPERIOR	XXX
090-A1	ASSAULT: OFFICER EXECUTING DUTY	13B
090-A2	ASSAULT: IN TIME OF WAR	13B
090-B1	DISOBEY: LAWFUL ORDER OF COMM OFFICER	XXX
090-B2	DISOBEY: IN TIME OF WAR	XXX
091-A1	ASSAULT: CWO	13B
091-A2	ASSAULT: SUPERIOR NCO/PO	13B
091-A3	ASSAULT: OTHER NCO/PO	13B
091-B1	DISOBEY: CWO	XXX



UCMJ Code	Offense Description	NIBRS Code
091-B2	DISOBEY: NCO OR PO	XXX
091-C1	DISRESPECT: CWO	XXX
091-C2	DISRESPECT: SUPERIOR NCO/PO	XXX
091-C3	DISRESPECT: OTHER NCO/PO	XXX
092-A0	FAIL TO OBEY GENERAL ORDER: OTHER	XXX
092-A1	FAIL TO OBEY GENERAL ORDER: APPEARANCE	XXX
092-A2	FAIL TO OBEY GENERAL ORDER: BLACK MARKET	26A
092-A3	FAIL TO OBEY GENERAL ORDER: FRATERNIZATION	90Z
092-A4	FAIL TO OBEY GENERAL ORDER: PARAPHERNALIA	35B
092-A5	FAIL TO OBEY GENERAL ORDER: SECURITY	23H
092-A6	FAIL TO OBEY GENERAL ORDER: SEXUAL HARASSMENT	XXX
092-A7	FAIL TO OBEY GENERAL ORDER: STANDARDS OF CONDUCT	XXX
092-A8	FAIL TO OBEY GENERAL ORDER: TRAFFIC	XXX
092-A9	FAIL TO OBEY GENERAL ORDER: WEAPONS	520
092-B-	FAIL TO OBEY OTHER ORDER	XXX
092-C1	DERELICT DUTIES: NEGLECT	XXX
092-C2	DERELICT DUTIES: WILLFUL	XXX
093---	CRUELTY OF SUBORDINATES	90Z
094-A1	MUTINY: BY VIOLENCE OR DISTURBANCE	90C
094-A2	MUTINY: REFUSING TO OBEY ORDERS OR PERFORM DUTY	90C
094-A3	MUTINY: FAILURE TO PREVENT OR SUPPRESS	90C
094-A4	MUTINY: FAILURE TO REPORT	90C
094-B1	SEDITION	90C
094-B2	SEDITION: FAILURE TO PREVENT OR SUPPRESS	90C
094-B3	SEDITION: FAILURE TO REPORT	90C
095-A-	RESIST APPREHENSION	90Z
095-B-	BREAK ARREST	90Z
095-C-	ESCAPE FROM CUSTODY	90Z
095-D1	ESCAPE FROM PRETRIAL CONFINEMENT	90Z
095-D2	ESCAPE FROM POSTTRIAL CONFINEMENT	90Z
096-A-	RELEASE PRISONER WITHOUT AUTHORITY	90Z
096-B1	ALLOW ESCAPE: NEGLECT	90Z
096-B2	ALLOW ESCAPE: DESIGN	90Z
097---	UNLAWFUL DETENTION	100
098-A-	DELAY DISPOSITION OF CASE	XXX
098-B-	FAIL TO ENFORCE PROCEDURAL RULES	XXX
099-A-	BEFORE ENEMY: RUN AWAY	XXX
099-B-	BEFORE ENEMY: SHAMEFUL ABANDON/SURRENDER COMMAND	XXX
099-C-	BEFORE ENEMY: ENDANGER COMMAND/UNIT/PLACE/SHIP	XXX
099-D-	BEFORE ENEMY: CAST AWAY ARMS OR AMMUNITION	XXX
099-E-	BEFORE ENEMY: COWARDLY CONDUCT	XXX



UCMJ Code	Offense Description	NIBRS Code
099-F-	BEFORE ENEMY: QUIT PLACE OF DUTY TO PLUNDER/PILLAGE	XXX
099-G-	BEFORE ENEMY: CAUSE FALSE ALARMS	XXX
099-H-	BEFORE ENEMY: WILLFUL FAILURE TO ENCOUNTER ENEMY	XXX
099-I-	BEFORE ENEMY: FAIL TO AFFORD RELIEF OR ASSISTANCE	XXX
100-A-	COMPEL SURRENDER	XXX
100-B-	STRIKE FLAG BEFORE ENEMY	XXX
101-A-	DISCLOSE PAROLE/COUNTERSIGN TO UNAUTHORIZED	XXX
101-B-	GIVE PAROLE/COUNTERSIGN DIFFERENT FROM AUTHORIZED	XXX
102---	FORCING SAFEGUARD	XXX
103-A1	FAIL TO SECURE PROPERTY: \$100 OR LESS	XXX
103-A2	FAIL TO SECURE PROPERTY: MORE THAN \$100	XXX
103-B1	FAIL TO REPORT/TURN OVER PROPERTY: \$100 OR LESS	280
103-B2	FAIL TO REPORT/TURN OVER PROPERTY: MORE THAN \$100	280
103-C1	DEALING IN CAPTURED PROPERTY: \$100 OR LESS	280
103-C2	DEALING IN CAPTURED PROPERTY: MORE THAN \$100	280
103-D-	LOOTING, PILLAGING	23H
104-A-	AIDING THE ENEMY	XXX
104-B-	HARBORING OR PROTECTING THE ENEMY	XXX
104-C-	GIVING INTELLIGENCE TO THE ENEMY	XXX
104-D-	COMMUNICATING WITH THE ENEMY	XXX
105-A-	MISCONDUCT AS POW: FOR FAVORABLE TREATMENT	XXX
105-B-	MISCONDUCT AS POW: MALTREAT PRISONER	XXX
106---	SPYING	90Z
106-A-	ESPIONAGE	90Z
107-A-	SIGN FALSE DOCUMENT	26A
107-B-	FALSE OFFICIAL STATEMENTS	26A
108-A1	SELL MILT PROPERTY: \$100 OR LESS	280
108-A2	SELL MILT PROPERTY: MORE THAN \$100	280
108-A3	SELL MILT PROPERTY: FIREARM OR EXPLOSIVE	280
108-B1	NEGLECT: DAMAGE MILT PROPERTY: \$100 OR LESS	290
108-B2	NEGLECT: DAMAGE MILT PROPERTY: MORE THAN \$100	290
108-C1	WILLFUL: DAMAGE MILT PROPERTY: \$100 OR LESS	290
108-C2	WILLFUL: DAMAGE MILT PROPERTY: MORE THAN \$100	290
108-C3	WILLFUL: DAMAGE MILT PROPERTY: FIREARM OR EXPLOSIVE	290
109-A1	WASTE OR SPOIL NONMILT PROPERTY: \$100 OR LESS	290
109-A2	WASTE OR SPOIL NONMILT PROPERTY: MORE THAN \$100	290
109-B1	DESTROY OR DAMAGE NONMILT PROPERTY: \$100 OR LESS	290
109-B2	DESTROY OR DAMAGE NONMILT PROPERTY: MORE THAN \$100	290
110-A-	HAZARD VESSEL: WILLFUL	90Z
110-B-	HAZARD VESSEL: NEGLIGENT	90Z
111-A1	DRUNK DRIVING: PERSONAL INJURY	90D



UCMJ Code	Offense Description	NIBRS Code
111-A2	DRUNK DRIVING: OTHER CASES	90D
111-B1	RECKLESS DRIVING: PERSONAL INJURY	90Z
111-B2	RECKLESS DRIVING: OTHER CASES	90Z
112---	DRUNK ON DUTY	90E
112AA1	DRUGS: POSSESS SCHEDULE I, II, OR III DRUGS	35A
112AA2	DRUGS: POSSESS SCHEDULE IV OR V DRUGS	35A
112AA3	DRUGS: POSSESS LESS THAN 30 GRAMS OF MARIJUANA	35A
112AA4	DRUGS: POSSESS 30 GRAMS OR MORE OF MARIJUANA	35A
112AB1	DRUGS: POSS W/ INTENT TO DISTR SKED I, II, OR III	35A
112AB2	DRUGS: POSS W/ INTENT TO DISTR SKED IV OR V	35A
112AC1	DRUGS: USE SCHEDULE I, II, OR III DRUGS	35A
112AC2	DRUGS: USE SCHEDULE IV OR V DRUGS	35A
112AC3	DRUGS: USE LESS THAN 30 GRAMS OF MARIJUANA	35A
112AC4	DRUGS: USE 30 GRAMS OR MORE OF MARIJUANA	35A
112AD1	DRUGS: DISTRIBUTE SCHEDULE I, II, OR III DRUGS	35A
112AD2	DRUGS: DISTRIBUTE SCHEDULE IV OR V DRUGS	35A
112AE1	DRUGS: MANUFACTURE SCHEDULE I, II, OR III DRUGS	35A
112AE2	DRUGS: MANUFACTURE SCHEDULE IV OR V DRUGS	35A
112AE3	DRUGS: MANUFACTURE LESS THAN 30 GRAMS OF MARIJUANA	35A
112AE4	DRUGS: MANUFACTURE 30 GRAMS OR MORE OF MARIJUANA	35A
112AF1	DRUGS: MFG W/ INTENT TO DISTR SKED I, II, OR III	35A
112AF2	DRUGS: MFG W/ INTENT TO DISTR SKED IV OR V	35A
112AG1	DRUGS: INTRODUCE SCHEDULE I, II, OR III DRUGS	35A
112AG2	DRUGS: INTRODUCE SCHEDULE IV OR V DRUGS	35A
112AG3	DRUGS: INTRODUCE LESS THAN 30 GRAMS OF MARIJUANA	35A
112AG4	DRUGS: INTRODUCE 30 GRAMS OR MORE OF MARIJUANA	35A
112AH1	DRUGS: INTRO W/ INTENT TO DISTR SKED I, II, OR III	35A
112AH2	DRUGS: INTRO W/ INTENT TO DISTR SKED IV OR V	35A
112AI1	DRUGS: IMPORT AND/OR EXPORT SCHEDULE I, II, OR III	35A
112AI2	DRUGS: IMPORT AND/OR EXPORT SCHEDULE IV OR V	35A
113-A1	MISBEHAVE: SENTINEL IN WAR	XXX
113-A2	MISBEHAVE: SENTINEL WITH SPECIAL PAY	XXX
113-A3	MISBEHAVE: SENTINEL OTHER PLACES	XXX
114---	DUELING	13A
115-A1	MALINGER: TIME OF WAR	XXX
115-A2	MALINGER: OTHER	XXX
115-B1	INJURE SELF: TIME OF WAR	XXX
115-B2	INJURE SELF: OTHER	XXX
116-A-	RIOT	90C
116-B-	BREACH OF PEACE	90C



UCMJ Code	Offense Description	NIBRS Code
117---	PROVOKING SPEECH/GESTURE	13C
118-A-	MURDER: PREMEDITATED	09A
118-B-	MURDER: INTENT TO KILL/INFLICT GREAT BODILY HARM	09A
118-C-	MURDER: ACT DANGEROUS TO OTHERS	09A
118-D-	MURDER: WITH SPECIFIED OFFENSES	09A
119-A-	MANSLAUGHTER: VOLUNTARY	09A
119-B1	MANSLAUGHTER: INVOLUNTARY	09B
119-B2	MANSLAUGHTER: INVOLUNTARY WITH SPECIFIED OFFENSES	09A
120-A-	RAPE	11A
120-B1	CARNAL KNOWLEDGE: CHILD 12 TO 16 YRS OLD	36B
120-B2	CARNAL KNOWLEDGE: CHILD UNDER 12 YRS OLD	36B
121-A1	LARCENY: MILT PROPERTY \$100 OR LESS	23H
121-A2	LARCENY: MILT PROPERTY MORE THAN \$100	23H
121-B1	LARCENY: NONMILT PROPERTY \$100 OR LESS	23H
121-B2	LARCENY: NONMILT PROPERTY MORE THAN \$100	23H
121-C1	MISAPPROPRIATE: \$100 OR LESS	23H
121-C2	MISAPPROPRIATE: MORE THAN \$100	23H
121-C3	MISAPPROPRIATE: CAR, PLANE, BOAT	240
122-A-	ROBBERY: WITH FIREARM	120
122-B-	ROBBERY: OTHER CASES	120
123-A-	FORGERY: MAKING/ALTERING	250
123-B-	FORGERY: UTTERING	250
123AA1	BAD CHECK: DEFRAUD \$100 OR LESS	90A
123AA2	BAD CHECK: DEFRAUD MORE THAN \$100	90A
123AB-	BAD CHECK: DECEIVE	90A
124---	MAIMING	13A
125-A-	SODOMY: FORCE	11B
125-B1	SODOMY: CHILD 12 TO 16 YRS OLD	11B
125-B2	SODOMY: CHILD UNDER 12 YRS OLD	11B
125-C-	SODOMY: OTHER	90Z
126-A-	ARSON: AGGRAVATED	200
126-B1	ARSON: PROPERTY \$100 OR LESS	200
126-B2	ARSON: PROPERTY MORE THAN \$100	200
127---	EXTORTION	210
128-A-	ASSAULT: SIMPLE	13B
128-B-	ASSAULT: BY BATTERY	13B
128-C-	ASSAULT: COMMISSIONED OFFICER	13B
128-D-	ASSAULT: CWO	13B
128-E-	ASSAULT: NCO OR PO	13B
128-F-	ASSAULT: MILT/CIV LAW ENFORCER	13B
128-G-	ASSAULT: CHILD UNDER 16	13A



UCMJ Code	Offense Description	NIBRS Code
128-H1	ASSAULT: HARM INTENDED, FIREARM	13A
128-H2	ASSAULT: HARM INTENDED, OTHER	13A
128-J1	ASSAULT: HARM INFLICTED, FIREARM	13A
128-J2	ASSAULT: HARM INFLICTED, OTHER	13A
129---	BURGLARY	220
130---	HOUSEBREAKING	220
131-A-	PERJURY: GIVING FALSE TESTIMONY	90Z
131-B-	PERJURY: SUBSCRIBING FALSE STATEMENT	90Z
132-A-	FRAUD: MAKE FALSE CLAIM	26A
132-B-	FRAUD: PRESENT FALSE CLAIM	26A
132-C-	FRAUD: FALSE DOCUMENT WITH CLAIM	26A
132-D-	FRAUD: FALSE OATH IN CONNECTION WITH CLAIM	26A
132-E-	FRAUD: FORGERY OF SIGNATURE	26A
132-F-	FRAUD: USE FORGED SIGNATURE	26A
132-G1	DELIVER LESSER AMT THAN ON RECEIPT: \$100 OR LESS	26A
132-G2	DELIVER LESSER AMT THAN ON RECEIPT: MORE THAN \$100	26A
132-H1	MAKE/DELIVER RCPT W/OUT FULL KNOWL: \$100 OR LESS	26A
132-H2	MAKE/DELIVER RCPT W/OUT FULL KNOWL: MORE THAN \$100	26A
133-A-	CONDUCT UNBECOMING OFFICER: COPY CHEAT	XXX
133-B-	CONDUCT UNBECOMING OFFICER: DRUNK/DISORDERLY	90C
133-C-	CONDUCT UNBECOMING OFFICER: FRATERNIZATION	XXX
133-D-	CONDUCT UNBECOMING OFFICER: OTHER	XXX
134-A1	ABUSING ANIMAL	XXX
134-B1	ADULTERY	90Z
134-B2	BIGAMY	90Z
134-B3	COHABITATION: WRONGFUL	XXX
134-B4	FRATERNIZATION	XXX
134-B5	PANDERING	40B
134-B6	PROSTITUTION	40A
134-C1	ASSAULT: INDECENT	11D
134-C2	ASSAULT: INTENT TO MURDER	13A
134-C3	ASSAULT: INTENT TO MANSLAUGHTER	13A
134-C4	ASSAULT: INTENT TO RAPE	11A
134-C5	ASSAULT: INTENT TO ROB	13A
134-C6	ASSAULT: INTENT TO SODOMIZE	11B
134-C7	ASSAULT: INTENT TO HOUSEBREAK	13A
134-C8	ASSAULT: INTENT ARSON/BURGLARY	13A
134-C9	HOMICIDE: NEGLIGENT	09B
134-D1	BRIBERY	510
134-D2	GRAFT	510
134-E1	BURN WITH INTENT TO DEFRAUD	200



UCMJ Code	Offense Description	NIBRS Code
134-F1	CHECK: WORTHLESS MAKE/UTTER	90A
134-G1	CORRECTIONAL CUSTODY: ESCAPE	XXX
134-G2	CORRECTIONAL CUSTODY: BREACH	XXX
134-G3	BREAK QUARANTINE	XXX
134-G4	RESTRICTION: BREAKING	XXX
134-G5	PAROLE: VIOLATION OF	90Z
134-G6	PRISONER: ALLOWING TO DO UNAUTHORIZED ACT	90Z
134-H1	FAIL TO PAY DEBT	26A
134-I1	DISLOYAL STATEMENT	XXX
134-J0	DRUNK: UNABLE TO PERFORM DUTIES	90E
134-J1	DRUNK: ABOARD SHIP	90E
134-J2	DRUNK: OTHER CASES	90E
134-J3	DRUNK/DISORDERLY: ON SHIP	90E
134-J4	DRUNK/DISORDERLY: BRING DISCREDIT	90E
134-J5	DRUNK/DISORDERLY: OTHER	90E
134-J6	DRINK LIQUOR WITH PRISONER	90E
134-J7	DRUNK PRISONER	90E
134-J8	DISORDERLY CONDUCT: BRING DISCREDIT	90C
134-J9	DISORDERLY CONDUCT: OTHER CASES	90C
134-K1	MILT PASS: WRONGFUL MAKE/TAMPER/ALTER/COUNTERFEIT	250
134-K2	MILT PASS: WRONGFUL SALE/GIFT/LOAN/DISPOSITION	250
134-K3	MILT PASS: WRONGFUL USE/POSSESS	26C
134-K4	MILT PASS: ALL OTHER	250
134-L1	FALSE PRETENSE: \$100 OR LESS	26A
134-L2	FALSE PRETENSE: MORE THAN \$100	26A
134-M1	FALSE SWEARING	90Z
134-N1	FIREARM: DISCHARGE, NEGLECT	520
134-N2	FIREARM: DISCHARGE, WILLFUL	520
134-N3	WEAPON: CARRY CONCEALED	520
134-O1	FLEE SCENE: ACCIDENT	90Z
134-P1	GAMBLE WITH SUBORDINATE	XXX
134-P2	JUMP VESSEL	XXX
134-P3	STRAGGLING	XXX
134-P4	WEARING UNAUTHORIZED INSIGNIA	26C
134-Q1	IMPERSONATE, INTENT TO DEFRAUD: OFF, WO, NCO	26C
134-Q2	IMPERSONATE, NO INTENT TO DEFRAUD: OFF, WO, NCO	26C
134-Q3	IMPERSONATE, INTENT TO DEFRAUD: OTHER	26C
134-Q4	IMPERSONATE, NO INTENT TO DEFRAUD: OTHER	26C
134-R1	INDECENT ACT: WITH CHILD	11D
134-R2	INDECENT EXPOSURE	90Z
134-R3	INDECENT LANGUAGE TO CHILD UNDER 16	90Z
134-R4	INDECENT LANGUAGE: ALL OTHER	90C



UCMJ Code	Offense Description	NIBRS Code
134-R5	INDECENT ACTS: WITH OTHERS	11D
134-S1	KIDNAPPING	100
134-T1	MAIL: DESTROY, STEAL, TAKE, OPEN	26A
134-T2	MAIL: DEPOSIT OBSCENITY	370
134-T3	MAIL: ALL OTHER	26A
134-U1	MISPRISON: SERIOUS OFFENSE	90Z
134-U2	OBSTRUCT JUSTICE	90Z
134-U3	PERJURY: SUBORNATION OF	90Z
134-U4	WRONGFUL INTERFERENCES W/ ADMIN PROCEEDING	XXX
134-U5	PUBLIC RECORD: ALTER/REMOVE	290
134-U6	REQUEST COMMISSION OF OFFENSE	90Z
134-U7	SOLICIT ANOTHER TO COMMIT OFFENSE <sup>1</sup>	90Z
134-U8	REFUSE TO TESTIFY	90Z
134-V1	UNLAWFUL ENTRY	220
134-V2	PROPERTY: SEIZURE, DESTRUCTION, REMOVAL	90Z
134-V3	STOLEN PROPERTY: RECEIVE/CONCEAL/BUY \$100 OR LESS	280
134-V4	STOLEN PROPERTY: RECEIVE/CONCEAL/BUY MORE THAN \$100	280
134-W1	SENTINEL: DISRESPECT	XXX
134-W2	SENTINEL: LOITERING IN TIME OF WAR	XXX
134-W3	SENTINEL: LOITERING AT OTHER TIMES	XXX
134-X1	THREAT: BOMB	13C
134-X2	THREAT: COMMUNICATE	13C
134-Y1	CRIME AND OFFENSES NOT CAPITAL	XXX
134-Y2	ASSIMILATED CRIMES ACT	XXX
134-Z-	OTHER 134	XXX
<sup>1</sup> Note: For Offense Code 134-U7, enter the offense code of the offense solicited and use "S=Solicit" in Data Element 18 in the corresponding offense information field.		



AP2. APPENDIX 2U.S. STATE CODES

	<u>Postal</u> <u>Abbrev.</u>		<u>Postal</u> <u>Abbrev.</u>
Alabama	AL	Missouri	MO
Alaska	AK	Montana	MT
American Samoa	AS	Nebraska	NE
Arizona	AZ	Nevada	NV
Arkansas	AR	New Hampshire	NH
California	CA	New Jersey	NJ
Canal Zone (Obsolete)	--	New Mexico	NM
Colorado	CO	New York	NY
Connecticut	CT	North Carolina	NC
Delaware	DE	North Dakota	ND
District of Columbia	DC	Ohio	OH
Florida	FL	Oklahoma	OK
Georgia	GA	Oregon	OR
Guam	GU	Pennsylvania	PA
Hawaii	HI	Puerto Rico	PR
Idaho	ID	Rhode Island	RI
Illinois	IL	South Carolina	SC
Indiana	IN	South Dakota	SD
Iowa	IA	Tennessee	TN
Kansas	KS	Texas	TX
Kentucky	KY	Utah	UT
Louisiana	LA	Vermont	VT
Maine	ME	Virginia	VA
Maryland	MD	Virgin Islands	VQ
Massachusetts	MA	Washington	WA
Michigan	MI	West Virginia	WV
Minnesota	MN	Wisconsin	WI
Mississippi	MS	Wyoming	WY



AP3. APPENDIX 3GROUP "A" AND GROUP "B" OFFENSES AND CODESGROUP A OFFENSES

<u>OFFENSE</u>	<u>CRIME AGAINST:</u>	<u>CODE</u>
<b>Arson</b>	Property	200
<b>Assault Offense:</b>	Person	
Aggravated Assault	Person	13A
Simple Assault	Person	13B
Intimidation	Person	13C
<b>Bribery</b>	Property	510
<b>Burglary/Breaking and Entering</b>	Property	220
<b>Counterfeiting/Forgery</b>	Property	250
<b>Destruction/Damage/Vandalism of Property</b>	Property	290
<b>Drug/Narcotic Offenses:</b>	Society	
Drug/Narcotic Violations	Society	35A
Drug Equipment Violations	Society	35B
<b>Embezzlement</b>	Property	270
<b>Extortion/Blackmail</b>	Property	210
<b>Fraud Offenses:</b>	Property	
False Pretenses/Swindle/Confidence Game	Property	26A
Credit Card/Automatic Teller		
Machine Fraud	Property	26B
Impersonation	Property	26C
Welfare Fraud	Property	26D
Wire Fraud	Property	26E
<b>Gambling Offenses:</b>	Society	
Betting/Wagering	Society	39A
Operating/Promoting/Assisting Gambling	Society	39B
Gambling Equipment Violations	Society	39C
Sports Tampering	Society	39D
<b>Homicide Offenses:</b>	Person	
Murder and Nonnegligent Manslaughter	Person	09A
Negligent Manslaughter	Person	09B
Justifiable Homicide	Not a Crime	09C
<b>Kidnapping/Abduction</b>	Person	100



GROUP A OFFENSES, continued

<u>OFFENSE</u>	<u>CRIME AGAINST:</u>	<u>CODE</u>
<b>Larceny/Theft Offenses</b>	Property	
Pocket picking	Property	23A
Purse-snatching	Property	23B
Shoplifting	Property	23C
Theft From Building	Property	23D
Theft from Coin Operated Machine Device	Property	23E
Theft From Motor Vehicle	Property	23F
Parts or Accessories	Property	23G
All other Larceny	Property	23H
<b>Motor Vehicle Theft</b>	Property	240
<b>Pornography/Obscene Material</b>	Society	370
<b>Prostitution Offense</b>	Society	
Prostitution	Society	40A
Assisting or Promoting Prostitution	Society	40B
<b>Robbery</b>	Property	120
<b>Sex Offenses, Forcible</b>	Person	
Forcible Rape	Person	11A
Forcible Sodomy	Person	11B
Sexual Assault with an Object	Person	11C
Forcible Fondling	Person	11D
<b>Sex Offenses, Nonforcible</b>	Person	
Incest	Person	36A
Statutory Rape	Person	36B
<b>Stolen Property Offenses</b>	Property	280
<b>Weapon Law Violations</b>	Society	520



GROUP B OFFENSES

<u>OFFENSE</u>	<u>CRIME AGAINST:</u>	<u>CODE</u>
<b>Bad Checks</b>	Property	90A
<b>Curfew/Loitering/Vagrancy Violations</b>	Society	90B
<b>Disorderly Conduct</b>	Society	90C
<b>Driving Under the Influence</b>	Society	90D
<b>Drunkenness</b>	Society	90E
<b>Family Offenses, Nonviolent</b>	Society	90F
<b>Liquor Law Violations</b>	Society	90G
<b>Peeping Tom</b>	Society	90H
<b>Runaway</b>	Not a Crime	90I
<b>Trespass of Real Property</b>	Society	90J
<b>All Other Offenses</b>	Person, Property, Society	90Z



AP4. APPENDIX 4PROPERTY DESCRIPTION CODES

01	Aircraft	Airplanes, dirigibles, gliders, etc.
02	Alcohol	Alcoholic beverages; e.g., beer, wine
03	Automobiles	Sedans, coupes, station wagons, convertibles, taxicabs, and other similar motor vehicles that serve the primary purpose of transporting people
04	Bicycles	Includes tandem bicycles, unicycles, and tricycles
05	Buses	Motor vehicles that are specifically designed, but not necessarily used, to transport groups of people on a commercial basis
06	Clothes/furs	Wearing apparel for human use including accessories such as belts, shoes, scarves, ties, etc.
07	Computer hardware/software	Computers, computer peripherals; e.g., tape and disk drives, printers; and storage media; i.e., magnetic tapes, magnetic and optical disks
08	Consumable Goods	Expendable items used by humans for nutrition, enjoyment, or hygiene; e.g., food, beverages, grooming products, cigarettes, gasoline, firewood
09	Credit/debit cards	Includes automatic teller machine cards
10	Drugs/narcotics	
11	Drug/narcotic equipment	
12	Farm Equipment	Tractors, combines, etc
13	Firearms	Weapons that fire a shot by force of an explosion; i.e., handguns, rifles, shotguns, etc., but not "BB," pellet, or gas-powered guns
14	Gambling equipment	Gambling paraphernalia
15	Heavy construction/industrial equipment	Cranes, bulldozers, steamrollers, oil-drilling rigs, etc.
16	Household goods	Beds, chairs, desks, sofas, tables, refrigerators, stoves, washers/dryers, air conditioning and heating equipment, etc.
17	Jewelry/precious metals	Bracelets, necklaces, rings, watches, etc., gold, silver, platinum
18	Livestock	Living farm animals e.g., cattle, chickens, hogs, horses, sheep, but not household pets such a dogs and cats
19	Merchandise	Items held for sale
20	Money	Legal tender; i.e., coins and paper currency
21	Negotiable Instruments	Any document, other than currency, which is payable without restriction; e.g., endorsed checks, endorsed money orders, and endorsed traveler's checks; bearer checks and bonds
22	Nonnegotiable instruments	Documents requiring further action to become negotiable; e.g., unendorsed checks, unendorsed money orders; food stamps; stocks and bonds
23	Office-type equipment	Typewriters, adding machines, calculators, cash registers, copying machines, etc.



24	Other motor vehicles	Any motor vehicles other than automobiles, buses, or trucks; e.g., motorcycles, motor scooters, trail bikes, mopeds, snowmobiles, golf carts
25	Purses/handbags/wallets	
26	Radios/TVs/VCRs	Includes radios, televisions, videotape recorders, high-fidelity and stereo equipment, compact disk players, etc.
27	Recordings-Audio/Visual	Phonograph records, compact disks, tape recordings, cassettes, etc.
28	Recreational Vehicles	Motor vehicles that are specifically designed, but not necessarily used to transport people and also provide them temporary lodging for recreational purposes
29	Structures-Single Occupancy Dwellings	Houses, townhouses, duplexes mobile homes, or other private dwellings that are occupied by a single person, family, housemates, or other group
30	Structures-other dwelling	Any other residential dwellings not meeting the definition of "Single Occupancy Dwellings;" e.g., apartments, tenements, temporary living quarters, such as hotels, motels, inns
31	Structures-other commercial/ Business	Stores, office buildings, restaurants, etc.
32	Structures-industrial/manufacturing	Factories, plants, assembly lines, etc.
33	Structures-public/community	Colleges, hospitals, jails, libraries, meeting halls, passenger terminals, religious buildings, schools, sports arenas, etc.
34	Structures-storage	Barns, garages, storehouses, warehouses, etc.
35	Structures-other	Any other structures not fitting the other structures descriptions; e.g., out-buildings, monuments, buildings under construction
36	Tools-power/hand	Hand tools and power tools
37	Trucks	Motor vehicles which are specifically designed, but not necessarily used, to transport cargo on a commercial basis
38	Vehicle Parts/Accessories	Motor vehicle batteries, engines, transmissions, heaters. Hubcaps, tires, manufacturers' emblems, license plates, side mirrors, radios, antennas, tape decks, etc.
39	Watercraft	Motorboats, sailboats, houseboats, etc.
77	Grouped Items	All other property not fitting the above specific descriptions, including intangibles. ("Intangibles" are anything which cannot be perceived by the sense of touch. They can be benefits; e.g., a right or privilege, a promotion, enhanced reputation, etc.; or a detriment; e.g., a loss of reputation, injured feelings.)
88	Pending inventory	Property description unknown until an inventory is conducted; e.g., the homeowners are away on an overseas trip
99	Fad Items	On occasion the national UCR Program shall compile statistics on certain designated types of property; e.g., "CB" radios, which emerge as the objects of current theft "fads."



AP5. APPENDIX 5BUREAU OF PRISIONS FACILITY CODES

<b>FACILITY NAME</b>	<b>STATE</b>	<b>FACILITY CODE</b>
Alcatraz	CA	ALC
Alderson	WV	ALD
Allenwood-High	PA	ALP
Allenwood-Low	PA	ALF
Allenwood-Med	PA	ALM
Allenwood-Min	PA	ALW
Ashland	KY	ASH
Atlanta	GA	ATL
Bastrop	TX	BAS
Beckley	WV	BEC
Big Spring	TX	BIG
Boron	CA	BRN
Brooklyn MDC	NY	BRO
Bryan	TX	BRY
Butner	NC	BUT
Butner Low	NC	BUF
Butner Med	NC	BUM
Carswell	TX	CRW
Carville	LA	CAR
Chicago	IL	CCC
Coleman	FL	COL
Cumberland	MD	CUM
Danbury	CT	DAN
Dublin	CA	DUB
Duluth	MN	DTH
Edgefield	SC	EDG
Eglin	FL	EGL
El Paso	TX	ELP
El Reno	OK	ERE
Englewood	CO	ENG
Estill	SC	EST
Fairton	NJ	FAI
Florence-Med	CO	FLF
Florence-High	CO	FLP
Florence-Max	CO	FLM



FACILITY NAME	STATE	FACILITY CODE
Forrest City	AK	FOR
Fort Devens	MA	FDV
Fort Dix	NJ	FTD
Fort Worth	TX	FTW
Greenville	IL	GRE
Guaynabo	PR	GUA
Honolulu	HI	HON
Jesup	GA	JES
La Tuna	TX	LAT
Leavenworth	KS	LVN
Lewisburg	PA	LEW
Lexington	KY	LEX
Lompoc-High	CA	LOM
Lompoc-Low	CA	LOF
Loretto	PA	LOR
Los Angeles	CA	LOS
Manchester	KY	MAN
Marianna	FL	MNA
Marion	IL	MAR
McKean	PA	MCK
Memphis	TN	MEM
Miami	FL	MIA
Miami MDC	FL	MIM
Milan	MI	MIL
Millington	TN	MLL
Montgomery	AL	MON
Morgantown	WV	MRG
Nellis	NV	NEL
New York	NY	NYM
Oakdale FCI	LA	OAK
Oakdale FDC	LA	OAD
Oklahoma City	OK	OKL
Otisville	NY	OTV
Oxford	WI	OXF
Pekin	IL	PEK
Pensacola	FL	PEN
Petersburg	VA	PET
Phoenix	AZ	PHX
Pleasanton	CA	PLE



FACILITY NAME	STATE	FACILITY CODE
Ray Brook	NY	RBK
Rochester	MN	RCH
Safford	AZ	SAF
San Diego	CA	SDC
Sandstone	MN	SST
Schuylkill	PA	SCH
Seagoville	TX	SEA
Seymour Johnson	NC	SEY
Sheridan	OR	SHE
Springfield	MO	SPG
Talladega	AL	TDG
Tallahassee	FL	TAL
Terminal Island	CA	TRM
Terre Haute	IN	THA
Texarkana	TX	TEX
Three Rivers	TX	TRV
Tucson	AZ	TCN
Tyndall	FL	TYN
Waseca	MN	WAS
Yankton	SD	YAN



AP6. APPENDIX 6DATA ELEMENT DICTIONARYAP6.1. INCIDENT REPORT - HEADER INFORMATION

Numbers correspond to the column, "FIELD NUM" in Figures C2.F1. to C2.F8. The following fields are assigned to all segments and are essential to the construction of the database:

1 FBI LOCATION NUMBER - 9 characters.

The FBI Location Number must be included in each Incident Report Segment. The FBI Location Number must be left justified. The first seven positions identify the locale of the incident. Enter the first 7 characters of the FBI Location Number of the city or county law enforcement agency that most specifically describes the incident's location. The use of the local law enforcement FBI Location Numbers to identify the locales of criminal incidents and arrests shall greatly facilitate merging Federal and State/local data into comprehensive nationwide statistics. The DoD Component shall then identify itself by entering a 2-character "Federal Identifier" or "FID" into the last two character positions. The codes currently assigned include:

DA	U.S. Air Force
DB	Marine Corps Military Police
DC	Army Criminal Investigation Command
DG	Inspector Generals Office
DI	Naval Criminal Investigative Service
DK	Defense Criminal Investigative Service
DL	Defense Logistics Agency
DM	Army Military Police
DN	U.S. Navy
DO	Air Force Office of Special Investigations
DP	Defense Protective Service
DR	U.S. Army
DS	Air Force Security Police
DT	Navy Law Enforcement
DZ	Department of Defense
YC	U.S. Coast Guard
YE	Coast Guard Law Enforcement
YF	Coast Guard Criminal Investigations



Contact the DMDC DIBRS File Manager for assistance in adding new codes. The DMDC can also provide a soft copy listing of local codes to the Component-Responsible Official and Consolidating Activities. Overseas locations should be identified by the two-position Country Code (FIPS Std 10-4), followed by the five-position APO/FPO, followed by the two-position FID. The DMDC file manager should be notified if the DoD Components find it necessary to deviate from this convention.

## 2 INCIDENT NUMBER - 12 characters.

This is the number assigned by your agency to each Incident Report to identify it uniquely; e.g., the Originating Agency Case (OAC) Number. The number is 12 characters in length. The Incident Number must be included in each "segment" of the Incident Report. The number is composed of 2 digits for year, one digit for Uniform Service Code (Army used "W" for UIC designation), five digits for unit, and four digits for a sequential number assigned by the originating agency (e.g., 95W4H7AA1234). This pattern is recommended but not required as long as the Incident Number submitted by the agency allows unique identification. The incident number must be present and left-justified; it cannot have embedded blanks between the first and last character; and it must be a unique number, no two incidents can have the same incident number.

## 3 SEGMENT TYPE - 1 character.

This number is assigned to the segment to facilitate data base construction. It identifies the segment (e.g., offender, victim, property) being submitted.

Administrative Segment	M		
Offense Segment	F		
Property Segment	P		
Victim Segment	V		
Offender/Arrestee		Category:	AC Suspect/Offender
			AA Arrestee
			AJ Subject
Commanders Report Segment	D		
Results of Trial	T		
Corrections Segment	R		

## 4 REPORT TYPE - 1 character.



This code is assigned to the segment to facilitate database construction. A is used to identify the initial submission of any segment. M is used when a modification is being made to an existing segment. D is used when it is necessary to delete a segment.

## AP6.2. ADMINISTRATIVE SEGMENT

### 5 REPORTABLE TO NIBRS - 1 character.

Allowable codes are:

Y=Yes

N=No

This code is assigned to the incident as a quality control check for data that need to be reported to the FBI. Non-Criminal Fatalities such as suicide are not reportable to the NIBRS; however, these high interest incidents are tracked at the DoD level and should be reported. "No" should be entered in Reportable to the NIBRS for this category of incidents. Incidents referred to local, State, or Federal Agencies not responsible for reporting under (reference (a)) should also be flagged "No." These agencies are responsible under the NIBRS guidance to report the incident. Incidents referred to foreign authorities are not NIBRS reportable incidents, but are of interest to the Department of Defense. An incident that is reportable to the NIBRS, as determined by the reporting agency, must comply with the requirements specified in Volumes 1 to 4 of reference (g). Figure AP6.F1., below, indicates DIBRS fields that are always required or may be conditionally required depending on the circumstances of the incident. For example, Field 5 (Reportable to NIBRS) is always required, while Field 28 (Type Weapon/Force Used) is required when certain offenses, e.g., aggravated assault, are reported. Additionally, Figure AP6.F1. details the conditions and the recode values that are possible. Note that DIBRS does not collect or report NIBRS Field 30, Resident Status. All DIBRS incident data shall be stored in DIBRS database with the agency's originally provided data content. However, NIBRS bound records may have data elements recoded. Fields that are not provided to DIBRS shall be recoded where necessary to comply with the NIBRS requirements ONLY on the OUTPUT process if field 5 is "Y" and only in accordance with Figure AP6.F1. The data recode shall not be stored in DIBRS.



Figure AP6.F1. DIBRS Field Recode Conditions and Possible Recode Values

DIBRS FIELD #	REQUIRED OR CONDITIONAL	CONDITION	ACCEPT/RECODE FOR NIBRS
1	REQUIRED		
2	REQUIRED		
3	REQUIRED		
4	REQUIRED		
5	REQUIRED		
6	REQUIRED		IF "I" RECODE TO BLANK, ELSE RECODE "R"
7	REQUIRED		
8	REQUIRED		
11	REQUIRED		IF (BLANK, U, X) RECODE TO "N"=NOT APPLICABLE
12	CONDITIONAL	IF INCIDENT CLEARANCE REASON CODED A-E	
15	REQUIRED		
16	REQUIRED		RECODE UCMJ TO NIBRS OFFENSE CODE
17	REQUIRED		
19-21	REQUIRED		IF DIBRS 19&20&21 ARE "NO" RECODE TO "N"=NOT APPLICABLE
22	REQUIRED		ACCEPT: (01 - 28) IF BLANK RECODE TO "25"=OTHER/UNKNOWN; IF 26-28 RECODE TO "25"
25	CONDITIONAL	BURGLARY/B&E AND THE "HOTEL RULE" IS APPLICABLE	
26	CONDITIONAL	BURGLARY/B&E	
27	CONDITIONAL	SELECTED OFFENSES	
28	CONDITIONAL	SELECTED OFFENSES	ACCEPT: (11-15,20,30,35,40,50,60,65,70, 85,90,95,99) "15"=OTHER FIREARMS "90"=OTHER "95"=UNKNOWN; IF BLANK RECODE TO "95"=UNKNOWN
29	CONDITIONAL	SELECTED TYPE WEAPON CODES AND SELECTED OFFENSES	ACCEPT: (A,M,S) IF "S" OR "M" RECODE TO BLANK
30	REQUIRED		RECODE TO NIBRS NUMERIC CODE IF BLANK RECODE TO "88"=NONE
31	CONDITIONAL	SELECTED OFFENSES	ACCEPT: (1 - 8) "8"=UNKNOWN
32	CONDITIONAL	SELECTED OFFENSES	
33	CONDITIONAL	SELECTED OFFENSES AND PROPERTY LOSS BY = 5	
35	CONDITIONAL	STOLEN/RECOVERED VEHICLES AND SELECTED OFFENSE	
36	CONDITIONAL	SELECTED OFFENSES	
39	CONDITIONAL	SELECTED OFFENSES	ACCEPT: (A-Q,U) IF GREATER THAN 3 DRUGS RECODE TO "X" IF "Q" RECODE TO "P"



<b>DIBRS FIELD #</b>	<b>REQUIRED OR CONDITIONAL</b>	<b>CONDITION</b>	<b>ACCEPT/RECODE FOR NIBRS</b>
40	CONDITIONAL	SELECTED OFFENSES	
41	CONDITIONAL	SELECTED OFFENSES	ACCEPT: (GM,KG,OZ,LB,ML,LT,FO,GL,DU,NP,XX) XX=NOT REPORTED
42	REQUIRED		
43,15	REQUIRED		
43,16	REQUIRED		RECODE UCMJ TO NIBRS OFFENSE CODE
44	REQUIRED		ACCEPT: (I,B,F,G,R,S,O,U) O=OTHER U=UNKNOWN IF BLANK RECODE TO "U"
50	CONDITIONAL	IF VICTIM TYPE IS INDIVIDUAL	IF BLANK THEN RECODE "00"=UNKNOWN
51	CONDITIONAL	IF VICTIM TYPE IS INDIVIDUAL	ACCEPT: (F,M,U) U=UNKNOWN IF BLANK RECODE TO "U"
56	CONDITIONAL	IF VICTIM TYPE IS INDIVIDUAL	RECODE TO NIBRS CODE ACCEPT: U=UNKNOWN IF BLANK RECODE TO "U"
57	CONDITIONAL	IF VICTIM TYPE IS INDIVIDUAL	ACCEPT: (H,N,U) U=UNKNOWN NOT COLLECTED OR REPORTED TO NIBRS
58	CONDITIONAL	SELECTED OFFENSES	ACCEPT: (01-10,20-21,30-34) 09=OTHER CIRCUMSTANCES 10=UNKNOWN CIRCUMSTANCES
59	CONDITIONAL	SELECTED OFFENSES	
60	CONDITIONAL	IF VICTIM TYPE IS INDIVIDUAL AND SELECTED OFFENSES	ACCEPT: (B,I,L,M,N,O,T,U) N=NONE; IF BLANK RECODE TO "N"
61	CONDITIONAL	SELECTED OFFENSES	
62	CONDITIONAL	SELECTED OFFENSES	RECODE TO NIBRS CODE RECODE TO BLANK WHEN OFFENDER ID="00"; RECODE BLANK TO "RU" WHEN OFFENDER ID=01-99
64	REQUIRED		
76	CONDITIONAL	WHEN OFFENDER ID CODED 01-99	IF BLANK RECODE TO "00"=UNKNOWN
51	CONDITIONAL	WHEN OFFENDER ID CODED 01-99	ACCEPT: U=UNKNOWN IF CODED "I" RECODE "U"; IF BLANK RECODE TO "U"
56	CONDITIONAL	WHEN OFFENDER ID CODED 01-99	RECODE TO NIBRS CODE ACCEPT: U=UNKNOWN IF BLANK RECODE TO "U"
64	REQUIRED		
87	CONDITIONAL	WHEN CATEGORY = AA	
88	CONDITIONAL	WHEN CATEGORY = AA	



DIBRS FIELD #	REQUIRED OR CONDITIONAL	CONDITION	ACCEPT/RECODE FOR NIBRS
89	CONDITIONAL	WHEN CATEGORY = AA	
91	CONDITIONAL	WHEN CATEGORY = AA	ACCEPT: (C,M,N) N=NOT APPLICABLE IF BLANK RECODE "N"
92,15	CONDITIONAL	WHEN CATEGORY = AA	
92,16	CONDITIONAL	WHEN CATEGORY = AA	
85		WHEN CATEGORY = AA	ACCEPT: (01,11-17) 15=OTHER FIREARM
86	CONDITIONAL	WHEN CATEGORY = AA AND SELECTED CODES OF ARMED WITH	ACCEPT: (A,M,S) IF "S" OR "M" RECODE TO BLANK
76	CONDITIONAL	WHEN OFFENDER ID CODED 01-99	IF BLANK RECODE TO "00"=UNKNOWN
51	CONDITIONAL	WHEN OFFENDER ID CODED 01-99	ACCEPT: U=UNKNOWN
56	CONDITIONAL	WHEN OFFENDER ID CODED 01-99	RECODE TO NIBRS CODE ACCEPT: U=UNKNOWN IF BLANK RECODE TO "U"
57	CONDITIONAL	WHEN OFFENDER ID CODED 01-99	ACCEPT: (H,N,U) U=UNKNOWN
94	CONDITIONAL	PERSON UNDER 18 YEARS	

## 6 INCIDENT/REPORT OCCURRED DATE CATEGORY - 1 character.

Allowable codes are:

I=Incident

R=Report

The incident date and time should be recorded IF AVAILABLE. Otherwise use the report date, and leave the time blank. This code is used to indicate which has been provided.

## 7 INCIDENT/REPORT OCCURRED BEGIN DATE (YYYYMMDD) - 8 characters.

This data element is used to enter the year, month, day when the incident occurred or started, or the beginning of the time period in which it occurred (as appropriate).

## 8 INCIDENT/REPORT OCCURRED BEGIN TIME (24 hour) - 4 numbers.



9 INCIDENT/REPORT OCCURRED END DATE (YYYYMMDD) - 8 characters.

This data element is used to enter the year, month, day when the incident ended or the end of the time period in which it occurred.

10 INCIDENT/REPORT OCCURRED END TIME (24 hour) - 4 numbers.

11 INCIDENT CLEARANCE REASON - 1 character.

Allowable codes are:

U=Unfounded  
X=Arrest  
A=Death of Offender  
B=Prosecution Declined  
C=Extradition Declined  
D=Victim Refused to Cooperate  
E=Juvenile, No Custody

This data element is used to indicate why the incident was cleared. If the incident is not cleared by "U" or "X" then the incident is considered to be exceptionally cleared. In a multiple-offense incident, the exceptional clearance of one offense, clears the entire incident. An incident cannot be cleared exceptionally if it was previously or at the same time cleared by an arrest; i.e., if an Arrestee Segment was or is being submitted. In order to clear an offense by exceptional means, the following four conditions must be met:

- (1) the investigation must have clearly and definitely established the identity of at least one offender;
- (2) sufficient probable cause must have been developed to support the arrest, charging, and prosecution of the offender;
- (3) the exact location of the offender must be known so that an arrest could be made; and



(4) there must be a reason outside the control of law enforcement that prevents the arrest.

If blank, this data element shall be recoded to "Not Applicable." If Exceptional Clearance Date is coded, Incident Clearance Reason should contain the values A-E.

12 EXCEPTIONAL CLEARANCE DATE (YYYYMMDD) - 8 characters.

If an incident was cleared by exceptional means, the year, month, and day when the incident was cleared is to be entered. If Incident Clearance Reason contains the values A-E, this field is required. The clearance date cannot be earlier than the incident date.

13 NUMBER OF VICTIMS NOTIFIED - 3 characters.

Enter the number (000-999) of victims notified of their rights using DD Form 2701.

14 NUMBER OF WITNESSES NOTIFIED - 3 characters.

Enter the number (000-999) of witnesses notified of their rights using DD Form 2701.

AP6.3. OFFENSE SEGMENT

15 OFFENSE STATUTORY BASIS - 1 character.

Allowable codes are:

A=Uniform Code of Military Justice  
B=Non-Criminal Fatality (High Interest)  
C=State  
D=Local  
E=Foreign  
F=Federal, Non-Uniform Code of Military Justice

See Appendix 1. This data element indicates the source of the statute violated, i.e., the statutory basis of the offense and the jurisdiction involved. Federal includes any Federal Statute other than the UCMJ.



16 OFFENSE IDENTIFIER - 6 characters.

See Appendix 1. This data element is the offense code and was created to clearly indicate the nature of the offense reported. In the case of violations of the UCMJ, the numbers listed correspond closely with the punitive article of the UCMJ. For instance, Code entry 112AC2 clearly indicates a violation of Article 112A of the UCMJ.

17 OFFENSE RESULT - 1 character.

Allowable codes are:

A=Attempted  
C=Completed

See Appendix 1. This data element indicates whether the offense was completed or merely attempted. If there was more than one occurrence of the same offense within an incident and one was completed, then completed should be entered. If Attempted is coded, no property loss segment should be associated.

18 INVOLVEMENT - 1 character.

Allowable codes are:

P=Principal  
A=Accessory  
C=Conspiracy  
S=Solicit

See Appendix 1. This data element indicates the level of participation in the offense.

19 OFFENDER SUSPECTED OF USING ALCOHOL - 1 character.

Allowable codes are:

Y=Yes  
N=No



This data element is to be used to indicate whether any of the offenders in the incident were suspected of consuming alcohol. For example, witnesses to an assault reported that the victim and offender were in a bar drinking beer when an argument broke out and the offender attacked the victim with a knife. If blank, this element shall be coded "No."

20 OFFENDER SUSPECTED OF USING DRUGS - 1 character.

Allowable codes are:

Y=Yes

N=No

This data element is to be used to indicate whether any of the offenders in the incident were suspected of using drugs. For example, a medical supply warehouse was burglarized and large quantities of methadone, morphine, and valium were stolen. While drugs were the object of the crime, there was no indication that the offender used drugs or narcotics before or during the incident. "No" should be entered. If blank, this element shall be coded "No."

21 OFFENDER SUSPECTED OF USING COMPUTER EQUIPMENT - 1 character.

Allowable codes are:

Y=Yes

N=No

This data element is to be used to indicate whether any of the offenders in the incident were suspected of using computer equipment to perpetrate the crime. Larceny of computer equipment should not be included in this element. If blank, this element shall be coded "No."

22 LOCATION OF OFFENSE - 2 characters.

Allowable codes are:

01=Air/Bus/Train Terminal

02=Bank/Savings and Loan (includes other financial institutions, credit union)

03=Bar/Night Club/Officer Club/NCO Club

04="Church/Synagogue/Temple" (includes other religious buildings)



05=Commercial/Office Building  
06=Construction Site  
07=Convenience Store, Shoppette  
08=Department/Discount Store, Exchange  
09=Drug Store/Doctor's Office/Hospital, Clinic (includes medical supply building)  
10=Field/Woods, Training Area  
11=Government/Public Building  
12=Grocery/Supermarket, Commissary  
13=Highway/Road/Alley (includes street)  
14=Hotel/Motel/Etc. (Includes other temporary military lodging)  
15=Jail/Prison/Corrections Facility (includes penitentiary)  
16=Lake/Waterway/Ocean  
17=Liquor Store, Class VI  
18=Parking Lot/Garage, Motor Pool  
19=Rental Storage Facility (includes "Mini-Storage" and "Self-Storage" buildings)  
20=Residence/Home (includes apartment, condominium, and nursing home, Quarters, Barracks, BOQ/BEQ)  
21=Restaurant, Dining Facility (includes cafeteria)  
22=School/College (includes university)  
23=Service/Gas Station  
24=Concessionaire/Specialty Store  
25=Child Care Center  
26=Recreation Area/Park  
27=Training Center/Service School  
28=On Board Ship

This data element is to be used to report the type of location/premises where each offense took place. Only one location can be entered for each offense.

23 ON UNIFORMED SERVICE INSTALLATION - 1 character.

Allowable codes are:

Y=Yes  
N=No

"Yes" should be entered into this data element if the offense occurred on DoD or Coast Guard property.



#### 24 U.S. STATE OR POSSESSION - 2 characters.

Allowable codes are in Appendix 2. Enter the FIPS State Codes for the location of the offense. If the offense occurred in a location not included in the State Codes in Appendix 2., the field should be null.

#### 25 NUMBER OF PREMISES ENTERED - 2 characters.

This data element is to be used only if the crime is Burglary/B&E and the "Hotel Rule" is applicable. In such cases, the number (01-99) of structures (premises) entered is to be reported.

In the Summary Reporting System, the Hotel Rule is applied to only temporary lodgings. It states: If a number of dwelling units under a single manager are burglarized and the offenses are most likely to be reported to the police by the manager rather than the individual tenants, the burglary should be scored as one offense. The hotel rule may include military living quarters with multiple dwelling units. For example, if 6 BEQ are entered at the same time, it should be reported as one incident.

The Hotel Rule has been expanded to include rental storage facilities; i.e., "Mini-Storage" and "Self-Storage" buildings. Therefore, this data element is to be used if the offense is Burglary/B&E and either "14"= Hotel/Motel/Etc. or "19"= Rental Storage Facility is entered into Location Type. The total number (up to 99) of individual rooms, units, suites, storage compartments, etc., entered is to be reported in this data element.

#### 26 METHOD OF ENTRY - 1 character.

Allowable codes are:

F=Forced

N=Not Forced

This data element is to be used only if the offense is Burglary/B&E. It is for reporting whether "Force" or "No Force" was used by the burglar(s) to enter the structure. A forced entry is where force of any degree, or a mechanical contrivance of any kind (including a passkey or skeleton key), was used to unlawfully enter a building or other structure. An unforced entry is one where the unlawful entry was achieved without



force through an unlocked door or window. If both forced and unforced entries were involved in the crime, the entry should be reported as having been accomplished through "Force."

27 TYPE OF CRIMINAL ACTIVITY - 1 character; can occur up to 3 times in each Offense Segment.

Allowable codes are:

B=Buying/Receiving  
C=Cultivating/Manufacturing  
D=Distributing/Selling  
E=Exploiting Children  
O=Operating/Promoting/Assisting  
T=Transporting/Importing  
U=Using/Consuming  
P=Possessing/Concealing

This data element is to be used to provide additional information on the criminal activity of the offender(s) in the incidents involving:

Counterfeiting/Forgery  
Drugs/Narcotics  
Drug Equipment  
Gambling Equipment  
Pornography/Obscene Material  
Stolen Property  
Weapons

Up to three types of activity may be entered for each of the offenses listed data element 27 above.

28 TYPE WEAPON/FORCE USED - 2 characters; can occur up to 3 times in each Offense Segment.

The allowable codes are:

11=Firearm (type not stated)  
12=Handgun



13=Rifle  
14=Shotgun  
20=Knife/Cutting Instrument  
30=Blunt object  
35=Motor vehicle  
40=Personal Weapons  
50=Poisson  
60=Explosives  
65=Fire/incendiary  
70=Narcotics/drugs  
85=Asphyxiation  
99=None

This data element is to be used to enter the type(s) of weapon(s) or force used by the offender(s) in committing the following offenses:

Murder and Non-negligent Manslaughter  
Negligent Homicide  
Justifiable Homicide  
Kidnapping/Abduction  
Forcible Rape  
Forcible Sodomy  
Sexual Assault with an Object  
Forcible Fondling  
Robbery  
Aggravated Assault  
Simple Assault  
Extortion/Blackmail  
Weapon Law Violations  
Suicide

Up to three types of weapons/force may be entered for each of the offenses listed in data element 28 above.

29 GUN CATEGORY - 1 character; can occur up to 3 times in each Offense Segment.

Allowable codes are:



A=Fully Automatic  
M=Manual  
S=Semi-automatic

This element is used to report whether the weapon was an "automatic," "manual," or "semiautomatic" firearm.

30. BIAS MOTIVATION - 2 characters.

Allowable codes are:

AV=Anti-White  
AH=Anti-Black  
AD=Anti-Arab  
AM=Anti-Hispanic  
AC=Anti-American Indian  
AB=Anti-Alaskan  
AE=Anti-Asian  
AT=Anti-Pacific Islander  
AR=Anti-Multi-Racial Group  
AO=Anti-Jewish  
AI=Anti-Catholic  
AN=Anti-Islamic (Moslem)  
AU=Anti-Protestant  
AS=Anti-Multi-Religious Group  
AA=Anti-Agnostic  
AW=Anti-Homosexual  
AQ=Anti-Male Homosexual  
AK=Anti-Female Homosexual  
AL=Anti-Heterosexual  
AG=Anti-Bisexual  
AX=Unknown Bias  
AY=Anti-Other Religions  
AZ=Anti-Other Ethnicity  
BA=Anti-Mental Disability  
BB=Anti-Physical Disability

The object of this collection is to indicate whether the offender was motivated to commit the offense because of bias against a racial, religious, ethnic/national origin,



sexual orientation, or disability group. Because of the difficulty of ascertaining the offender's subjective motivation, bias is to be reported only if investigation reveals sufficient objective facts to lead a reasonable and prudent person to conclude that the offender's actions were motivated, in whole or in part, by bias. While no single fact may be conclusive, facts such as the following, particularly when combined, are supportive of a finding of bias:

- a. The offender and the victim were of different racial, religious, ethnic/national origin or sexual orientation groups, or disability status.
- b. Bias-related oral comments, written statements, or gestures were made by the offender which indicate bias.
- c. Bias-related drawings, markings, symbols, or graffiti were left at the crime scene.
- d. Certain objects, items, or things that indicate bias were used or left behind, e.g., the offenders wore white sheets with hoods covering their faces.
- e. The victim is a member of a racial, religious, ethnic/national origin sexual orientation, or disability group that is overwhelmingly outnumbered by members of another group in the neighborhood where the victim lives and the incident took place. This factor loses significance with the passage of time, i.e., it is most significant when the victim first moved into the neighborhood and becomes less and less significant as time passes without incident.
- f. The victim is visiting a neighborhood where previous hate crimes had been committed against other members of his or her racial, religious, ethnic/national origin, sexual orientation, or disability group and where tensions remain high against the group.
- g. Several incidents have occurred in the same locality, at or about the same time, and the victim are all of the same racial, religious, ethnic/national origin, sexual orientation, or disability group.
- h. A substantial portion of the community where the crime occurred perceives that the incident was motivated by bias.
- i. The victim was engaged in activities promoting his or her racial, religious, ethnic/national origin, sexual orientation, or disability group, e.g., the victim was a member of the NAACP, participated in gay rights demonstrations, etc.



j. The incident coincided with a holiday relating to, or a date of particular significance to a racial, religious, ethnic/national origin, sexual orientation, or disability group, e.g., Martin Luther King Day.

k. The offender was previously involved in a similar hate crime or is a member of a hate group.

l. There were indications that a hate group was involved, e.g., a hate group claimed responsibility for the crime or was active in the neighborhood.

m. A historically established animosity exists between the victim's group and the offender's group.

n. The victim, although not a member of the targeted racial, religious, ethnic/national origin, sexual orientation, or disability group, is a member of an advocacy group supporting the precepts of the victim group.

The aforementioned factors are not all-inclusive of the types of objective facts that evidence biased motivation. Reporting agencies must examine each case for facts that clearly evidence that the offender's bias motivated him or her to commit the crime. Agencies must be alert to misleading facts, e.g., the offender used an epithet to refer to the victim's race, but the offender and the victim were of the same race. Agencies must be alert to evidence left by the offenders, which is meant to give the false impression that the incident was motivated by bias. Even if the offender was mistaken in the belief that the victim was a member of a racial, religious, ethnic/national origin, sexual orientation, or disability group, the offense is still a hate crime as long as the offender was motivated by bias against that group. For example, a middle-aged, non-gay man walking by a bar frequented by gays was attacked by six teenagers who mistakenly believed the victim had left the bar and was gay. Although the offenders were wrong on both counts, the offense is a hate crime because it was motivated by the offenders' anti-gay bias. If, after an initial incident report was submitted, a contrary finding regarding bias occurs, DIBRS record must be updated with the new finding.

EXAMPLE 1: While driving through a predominantly Mexican-American neighborhood, a black male stopped his car to repair a flat tire. A group of Mexican-Americans leaving a bar across the street accosted the driver and attacked him with bottles and clubs. During the attack, the offenders called the victim by a well-known and recognized epithet used against blacks and told him that blacks were not welcome in the neighborhood. This incident would be reported as Anti-Black because blacks were not welcome in the neighborhood. This incident would be reported as Anti-Black because the victim and



offenders are of different races, the offenders used a racial epithet, and the facts reveal no other reason for the attack than the stated one, i.e., to keep blacks out of the neighborhood.

EXAMPLE 2: A white juvenile male snatched a Jewish woman's purse, and in doing so, knocked her down and called her by a well-known and recognized epithet used against Jews. The offender's identity is not known. Although the offender used an epithet for Jews, it is not known whether he belongs to another religious group or whether his motive was anything more than robbery. Because the facts are ambiguous, agencies should not report this incident as bias motivated.

EXAMPLE 3: Overnight, unknown persons broke into a synagogue and destroyed several religious objects. The perpetrators left a large swastika drawn on the door and wrote "Death to Jews" on the wall. Although valuable items were present, none was stolen. Report this incident as Anti-Jewish because the offender destroyed religious objects, left anti-Semitic words and graffiti behind, and theft did not appear to be the motive for the burglary.

EXAMPLE 4: A 29-year-old Chinese-American male was attacked by a 51-year-old white male wielding a tire iron. The victim suffered severe lacerations and a broken arm. The incident took place in a parking lot next to a bar. Investigation revealed that the offender and victim had previously exchanged racial insults in the bar, the offender having initiated the exchange by calling the victim by a well-known and recognized epithet used against the Japanese and complaining that the Japanese were taking away jobs from Americans. Anti-Asian/Pacific Islander offense would be reported based on the difference in race of the victim and offender, the exchange of racial insults, and the absence of other reasons for attack.

EXAMPLE 5: An adult white male was approached by four white teenagers who requested money for the bus. When he refused, one of the youths said to the others, "Let's teach this (epithet for a gay person) a lesson." The victim was punched in the face, knocked to the ground, kicked several times, and robbed of his wristwatch, ring, and wallet. When he reported the crime, the victim advised he did not know the offenders and that he was not gay. The facts are ambiguous. Although an epithet for a gay person was used by one of the offenders, the victim was not gay, such epithets are sometimes used as general insults regardless of the target person's sexual orientation, and in this case the offenders' motivation appeared to be limited to obtaining money from the victim. Therefore, the incident would not be designated bias motivated.



EXAMPLE 6: A small neighborhood bar frequented by gays burned down after being closed for the night. Investigation revealed that the fire was deliberately set, the fact that the bar was frequented by gays may have been coincidental. Therefore, the incident is not reported as bias motivated. Two weeks later, three white adult males were arrested on a tip from an informant. They admitted burning down the bar, saying they did it to keep gays out of the neighborhood. As a result, this incident should now be reported as a bias crime.

EXAMPLE 7: Six black men assaulted and seriously injured a white man and his Asian male friend as they were walking through a residential neighborhood. Witnesses said that the victims were attacked because they were trespassing in a "black" neighborhood. An Anti-Multi-Racial Group bias incident should be reported because the victim and offenders were of different races and witnesses reported that the victims were attacked because they were not black.

EXAMPLE 8: Overnight, an auditorium, which was being used by representatives of several religious denominations to hold an ecumenical conference, was vandalized by unknown subjects. Extensive damage was caused and statements, such as "There is but one true religion" and "Down with the nonbelievers," were spray painted onto the walls. An Anti-Multi-Religious Group incident should be reported because the offenders clearly evidenced their hostility against a group representing more than one religion.

#### AP6.4. PROPERTY SEGMENT

##### 31 PROPERTY LOSS BY- 1 character.

Allowable codes are:

- 1=No Property Loss
- 2=Burned
- 3=Counterfeited/Forged
- 4=Damaged/Destroyed/Vandalized
- 5=Recovered
- 6=Seized
- 7=Stolen

This data element is to be used to describe the type(s) of property loss, recovery, seizure, etc., which occurred in an incident. A separate Property Segment is to be



submitted for each type of loss and Property Description combination, when the incident involved one or more of the following offenses:

- Kidnapping/Abduction
- Robbery
- Arson
- Extortion/Blackmail
- Burglary/B&E
- Pocket-Picking
- Purse-Snatching
- Shoplifting
- Theft From Building
- Theft From Coin-Operated Machine or Device
- Theft From Motor Vehicle
- Theft of Motor Vehicle Parts or Accessories
- All Other Larceny
- Motor Vehicle Theft
- Counterfeiting/Forgery
- False Pretenses/Swindle/Confidence Game
- Credit Card/Automatic Teller Machine Fraud
- Impersonation
- Welfare Fraud
- Wire Fraud
- Embezzlement
- Stolen Property Offenses (Receiving, etc.)
- Destruction/Damage/Vandalism of Property
- Drug/Narcotic Violations
- Drug Equipment Violations
- Betting/Wagering
- Operating/Promoting/Assisting Gambling
- Gambling Equipment Violations
- Sports Tampering
- Bribery

The types of offenses in the incident (i.e., Arson, Bribery, Burglary/B&E, Counterfeiting/Forgery, Larceny/Theft, etc.) determine which type(s) of loss/etc. and data elements apply.

32 PROPERTY DESCRIPTION - 2 characters; can occur up to 10 times in each Property Segment.



Allowable codes are in Appendix 4. This data element is to be used to enter descriptions of the property which was burned, counterfeited, destroyed/damaged/vandalized, etc., as a result of the incident. Each property description within a Property Loss By is an individual record.

Up to 10 property descriptions can be entered for each Property Segment (i.e., each type of property loss/etc.) involved in the incident. If more than ten types of property are involved, the nine (9) most valuable specifically codeable types of property are to be entered and the remaining types of property are to be combined and entered as "77" = Grouped Items.

33 DATE RECOVERED (YYYYMMDD) - 8 characters; can occur up to 10 times in each Property Segment.

If previously stolen property is recovered, the year, month, day of its recovery is to be entered into this data element. Accordingly, this data element is to be used only if Recovered is entered into Data Element Type Property Loss/Etc. If there is more than one date of recovery for the same "Property Description," enter the earliest date. If the recovery date is unknown, enter the date of the report.

34 DATE RETURNED (YYYYMMDD) - 8 characters; can occur up to 10 times in each Property Segment.

When previously stolen property is returned to its owner, the year, month, day of its return is to be entered into this data element. Accordingly, this data element is to be used only if Recovered or Seized is entered into Data Element Property Loss/Etc.

35 QUANTITY - 9 numbers; can occur up to 10 times in each Property Segment.

This data element is used to report the number (up to 999,999,999) of items of a specific property description. This field is null for property description codes: Drugs/narcotics, Money, Negotiable Instruments, and Nonnegotiable Instruments.



36 VALUE OF PROPERTY - 9 numbers; can occur up to 10 times in each Property Segment.

This data element is to be used to enter the total dollar value (up to \$999,999,999) of the property that was burned (includes damage caused in fighting the fire), counterfeited, destroyed/damaged/vandalized, recovered, seized, stolen, etc., as a result of the incident.

The value should be reported in whole dollars. The value entered for each property description should be the total value of the property loss/etc., for all of the victims in the incident. If the value is unknown, enter one dollar (\$1.00), which means unknown; i.e., "1"= Unknown. The following guidelines should be used to report the value of property:

- a. Use fair market value for articles that are subject to depreciation because of wear and tear, age, or other factors that cause the value to decrease with use.
- b. Use cost to the merchant (wholesale cost) of goods recovered, seized, stolen, dollar amount etc., from retail establishments, warehouses, etc. In other words, use the value representing the actual cash loss to the victim without any markup or profit added.
- c. Use victim's valuation of items such as jewelry, watches, and other similar goods that decrease in value slightly or not at all with use or age.
- d. Use replacement cost or actual cash cost to victim for new or almost new clothes, auto accessories, bicycles, etc.
- e. When the victim obviously exaggerates the value of stolen/destroyed/damaged property for insurance or other purposes, common sense and good judgment shall dictate a fair market value to be placed on the stolen items by law enforcement.
- f. For Government property, use fair market value for articles that are subject to depreciation. Use replacement cost for other types of property.



In most instances, accept the victim's valuation. The theft of nonnegotiable instruments such as traveler's checks, personal checks, money orders, stocks, bonds, food stamps, etc., should be scored but no value recorded. Again, "hair splitting" refinements are unnecessary. Negotiable instruments such as bonds payable to the bearer, etc., are valued at the current market price at the time of the theft, seizure, etc. Values should be rounded to the nearest whole dollar. Often the condition of the property is different at recovery than it was when stolen. The market value at the time of recovery should be used even though it is less than the value reported at the time of the theft. If the value has increased by the time the property is recovered, the recovery value should not exceed its value at the time it was stolen.

If drugs or narcotics were seized in a drug case, no value is to be entered into this data element, but the estimated quantity of the drugs/narcotics is to be reported. Therefore, when the offense is Drug/Narcotic Violations, "6"= Seized was entered into Property Loss/Etc., and "10"= Drugs/Narcotics was entered into Property Description, no value is to be entered into this data element and Drug Code, Drug Quantity, and Type Drug Measure are to be used instead.

However, when drugs or narcotics are involved in other types of crime (e.g., they were stolen through burglary, robbery, theft, etc., or destroyed by arson) their value is to be entered into this data element, and Drug Code, Drug Quantity, and Type Drug Measure are null.

### 37 OWNERSHIP - 1 character; can occur up to 10 times in each Property Segment.

Allowable codes are:

A=U.S. Federal Government  
 B=U.S. State Government  
 C=U.S. City Government  
 D=U.S. County Government  
 E=Foreign Government  
 F=Private Sector

This data element captures whether the property is owned by the Government or a private individual.



38 SECURED/UNSECURED - 1 character; can occur up to 10 times in each Property Segment.

Allowable codes are:

S=Secured;  
U=Unsecured.

This data element specifies the level of security of the property.

39 DRUG CODE - 1 character; can occur up to 4 times in each Property Segment.

Allowable codes are:

A='Crack' Cocaine  
B=Cocaine  
C=Hashish  
D=Heroin  
E=Marijuana  
F=Morphine  
G=Opium  
H=Other Narcotics  
I=LSD  
J=PCP  
K=Other Hallucinogens  
L=Amphetamines/Methamphetamines  
M=Other Stimulants  
N=Barbiturates  
O=Other Depressants  
P=Other Drugs  
Q=Steroids  
U=Unknown Type Drug

This data element is to be used to identify the types of drugs or narcotics that were seized in a drug case. Therefore, it is used only if one of the offenses in the incident was Drug/Narcotic Violations, "6"= Seized was entered into Property Loss/Etc., and "10" = Drugs/Narcotics was entered into Property Description. It is also to be entered if one of the offenses was Drug/Narcotics Violation and "1=No Property Loss" was entered into Data Element 31 (Property Loss By). Up to four types of drugs can be entered.



40 ESTIMATED DRUG QUANTITY - 12 numbers; can occur up to 4 times in each Property Segment.

This data element is to be used to indicate the quantity (up to 999,999,999.999) of drugs or narcotics seized in a drug case. Therefore, it is used only if one of the offenses in the incident was Drug/Narcotic Violations, "6"= Seized was entered into Property Loss/Etc., and "10"= Drugs/Narcotics was entered into Property Description.

This data element is not to be used when drugs or narcotics were burned, stolen, etc., in connection with other offenses, such as Arson, Burglary/B&E, Larceny/Theft, etc.

Nine positions are available to enter the number of whole pounds, ounces, grams, etc., and three more characters are available to enter the decimal amount. Up to four entries can be made to match the up to the four Drug Code entries. If more than four drugs or narcotics are involved, the quantities of the four most important (as determined by the reporting agency taking into account their quantity, value, and deadliness) are to be entered.

41 TYPE DRUG MEASURE - 2 characters; can occur up to 4 times in each Property Segment.

Allowable codes are:

GM=Gram  
KG=Kilogram  
OZ=Ounce  
LB=Pound  
ML=Milliliter  
LT=Liter  
FO=Fluid Ounce  
GL=Gallon  
DU=Dosage Unit  
NP=Number of Plants

This data element is to be used to indicate the type of measurement used in quantifying drugs or narcotics seized in a drug case. Therefore, it is used only if one of the offenses in an incident was Drug/Narcotic Violations, "6"= Seized was entered into Property Loss/Etc., and "10"= Drugs/Narcotics was entered into Property Description.



This data element is not to be used when drugs or narcotics were stolen, burned, etc., in connection with other offenses, such as Arson, Burglary/B&E, and Larceny/Theft.

Up to four entries can be made to match the up to four Drug Code entries.

#### AP6.5. VICTIM SEGMENT

##### 42 VICTIM IDENTIFIER - 3 characters.

Each victim in an incident is to be assigned a sequence number from "001" to "999." A separate Victim Segment is to be submitted for each of the victims involved in an incident.

##### 43 OFFENSE INFORMATION RELATING TO VICTIM - 9 characters; can occur up to 10 times in each Victim Segment.

This group of data elements is used to link each victim to the up to ten most serious (as determined by the reporting agency) offenses that are perpetrated against him or her during the incident. See data elements Offense Statutory Basis (15), Offense Identifier (16), Offense Result (17), and Involvement (18).

##### 44 VICTIM TYPE - 1 character.

Allowable codes are:

I=Individual  
B=Business  
F=Financial  
G=Government  
R=Religious Organization  
S=Society/Public

The type of victim is to be entered into this data element. Only one code is to be entered for each victim. For example, during a bank robbery, the offender pointed a gun at a teller and demanded and received money. The robber also pistol whipped a



customer who stood in his way as he made his getaway from the bank. There were three victims, i.e., the bank, the teller, and the pistol-whipped customer. Therefore, their codes should be entered into their respective Victim Segments. The victim type must agree with the offense information. For example, assault offenses should have Victim Type = "T".

45 ZIP CODE - 9 characters.

Enter the ZIP, Military Post Office, or Foreign Postal Code.

46 PAY PLAN - 2 characters.

Allowable codes are:

EM=Enlisted  
WM=Warrant Officer  
OM=Commissioned Officer  
CM=Cadet/Midshipman  
GS/GM=General Schedule  
ES=Senior Executive Service  
WG=Wage Grade/Other

Enter the military or civilian pay plan, if applicable. Note that the common usage for military personnel of "E" for "enlisted" has been coded "EM," "O" is "OM," "CM" is Cadet/Midshipman and "W" is "WM" in the standard data element. The combination of Pay Plan and Grade should result in the commonly used data element paygrade.

47 GRADE - 2 characters.

Allowable codes are:

1=Grade 1  
2=Grade 2  
3=Grade 3  
4=Grade 4  
5=Grade 5  
6=Grade 6  
7=Grade 7  
8=Grade 8



9=Grade 9  
10=Grade 10  
10=Grade 11  
10=Grade 12  
10=Grade 13  
10=Grade 14  
10=Grade 15

Enter the grade, if applicable.

48 SERVICE - 1 character.

Allowable codes are:

A=Army  
N=Navy  
F=Air Force  
M=Marine Corps  
C=Coast Guard  
O=NOAA  
H=Public Health  
D=DoD

Enter the Uniformed Service Code if applicable.

49 COMPONENT - 1 character.

Allowable codes are:

R=Regular  
V=Reserve  
G=National Guard

Enter Uniformed Service Component, Regular, Reserve, National Guard, if appropriate.

50 AGE - 2 characters; can occur up to 2 times.

Allowable codes are:



Low Range	NN=Under 24 Hours
	NB=1-6-Days Old
	BB=7-364-Days Old
	01-98=Years Old
	99=Over 98-Years Old

High Range Only	01-98=Years Old
	99=Over 98-Years Old

Age is to be entered into this data element either as an exact age, a range of days or years, or as unknown (null value). If the age is known, it should be entered in the first age field. The second age field is only used if it is necessary to enter an age range. If only an age range is known, use the first age field for the low range and the second for the high. For victim age, enter only if the victim was a person (i.e., "T"= Individual was entered into Victim Type).

#### 51 SEX - 1 character.

Allowable codes are:

M=Male;  
F=Female.

Enter the sex of the victim. For victim sex, enter only if the victim was a person (i.e., "T"= Individual was entered into Victim Type).

#### 52 FEDERAL CIVIL SERVANT - 1 character.

Allowable code is:

C=Civil Service.

Use this element to identify Government civil servants.

#### 53 UNIFORMED SERVICE RETIREE - 1 character.

Allowable code is:

G=Uniformed Service Retiree.



Use this element to identify members who are retired from either Active or Reserve service.

54 FEDERAL CONTRACTOR - 1 character.

Allowable code is:

J=Contractor.

Use this element to identify Government contractors.

55 UNIFORMED SERVICE FAMILY MEMBER - 1 character.

Allowable code is:

F=Family Member.

Enter this field for military family members.

56 RACE - 1 character.

Allowable codes are:

A=American Indian  
B=Asian/Pacific Islander  
C=Black  
D=White  
M=Mixed

The race is to be indicated in this data element. For victim Race, enter only if the victim was a person (i.e., "T"= Individual was entered into Victim Type).

57 ETHNICITY - 1 character.

Allowable codes are:



H=Hispanic  
N=Not Hispanic

The ethnic origin of the arrestee or victim if the victim was a person (i.e., "T"= Individual was entered into Victim Type) is to be entered into this data element.

58 AGGRAVATED ASSAULT/HOMICIDE CIRCUMSTANCES - 2 characters; can occur up to 2 times.

Allowable codes are:

01=Argument  
02=Assault on Law Enforcement Officer  
03=Drug Dealing  
04=Gangland  
05=Juvenile Gang  
06=Domestic Quarrel  
07=Mercy Killing  
08=Other Felony Involved  
20=Criminal Killed by Private Citizen  
21=Criminal Killed by Police Officer  
30=Child Playing with Weapon  
31=Gun-Cleaning Accident  
32=Hunting Accident  
33=Other Negligent Weapon Handling  
34=Other Negligent Killings

This data element is used to describe the circumstances of either an aggravated assault or a homicide. Therefore, it is to be used only with Aggravated Assault and Homicide Offenses.

59 ADDITIONAL JUSTIFIABLE HOMICIDE CIRCUMSTANCES - 1 character; can occur up to 2 times.

Allowable codes are:



A=Criminal Attacked Police Officer and that Officer Killed Criminal  
B=Criminal Attacked Police Officer and Criminal Killed by Another Police Officer  
C=Criminal Attacked a Civilian  
D=Criminal Attempted Flight from a Crime  
E=Criminal Killed in Commission of a Crime  
F=Criminal Resisted Arrest  
G=Unable to Determine

This data element is to be used to further describe the circumstances of a justifiable homicide. Therefore, it is used only for Justifiable Homicide (i.e., when either "20" = Criminal Killed by Private Citizen or "21" = Criminal Killed by Police Officer was entered into Aggravated Assault/Homicide Circumstances. Only one code can be entered.

60 INJURY TYPE - 1 character; can occur up to 5 times.

Null value indicates no injury. Allowable codes are:

B=Apparent Broken Bones  
I=Possible Internal Injury  
L=Severe Laceration  
M=Apparent Minor Injury  
O=Other Major Injury  
T=Loss of Teeth  
U=Unconsciousness

This data element is to be used to describe the type(s) of bodily injury suffered by a person (i.e., "T" = Individual was entered into Victim Type) who was the victim of one or more of the following offenses:

Kidnapping/Abduction  
Forcible Rape  
Forcible Sodomy  
Sexual Assault With An Object  
Forcible Fondling  
Robbery  
Aggravated Assault



Simple Assault  
Extortion/Blackmail

61 OFFENDER IDENTIFIERS RELATED TO THIS VICTIM - 2 characters (00-99);  
can occur up to 10 times.

This data element is to be used, along with Relationship of Victim to Offender to report the relationships of the victim to offenders who have perpetrated a "Crime Against Person" or a Robbery against the victim. Therefore, this data element is used only if one or more of the following offense codes was entered into **Offense Information Related to the Victim**:

Murder and Negligent Manslaughter  
Negligent Homicide  
Justifiable Homicide  
Kidnapping/Abduction  
Forcible Rape  
Forcible Sodomy  
Sexual Assault With An Object  
Forcible Fondling  
Robbery  
Aggravated Assault  
Simple Assault  
Intimidation  
Incest  
Statutory Rape

62 RELATIONSHIP OF VICTIM TO OFFENDER - 2 characters; can occur up to 10  
times.

Allowable codes are:

AA=Spouse  
AB=Child  
AC=Sibling  
AD=Parent  
AE=Parent-In-Law  
AF=Stepchild  
AG=Grandparent



AH=Stepparent  
AK=Grandchild  
AV=Stepsibling  
AZ=Friend  
BA=Neighbor  
BB=Common-Law Spouse  
BC=Acquaintance  
BD=Babysittee (the baby)  
BE=Love Interest  
BF=Child of Love Interest  
BH=Former Spouse  
BL=Homosexual Relationship  
BN=Extended Family Member  
BY=Employee  
BZ=Employer  
BX=Stranger  
CA=Otherwise Known  
CB=Relationship Unknown  
VO=Offender

This data element is to be used, along with Offender Identifiers Related to this Victim to report the relationship of the victim to offenders who have perpetrated a "Crime Against Person" or a Robbery against the victim. Therefore, this data element is to be used only if one or more of the following UCR Offense Identifiers was entered into **Offense Information Related to the Victim:**

Murder and Negligent Manslaughter  
Negligent Homicide  
Justifiable Homicide  
Kidnapping/Abduction  
Forcible Rape  
Forcible Sodomy  
Sexual Assault With An Object  
Forcible Fondling  
Robbery  
Aggravated Assault  
Simple Assault  
Intimidation  
Incest  
Statutory Rape



This data element is to be used to indicate the victim's relationship with up to ten offenders involved in the incident.

AP6.6. SUSPECT/SUBJECT/OFFENDER/ARRESTEE SEGMENT

63 CATEGORY - 2 characters.

Allowable codes are:

AC=Suspect/Offender  
AA=Arrestee  
AJ=Subject  
AB=Business or Enterprise  
AE=Arrest Equivalent

Each offender segment is classified as Subject, Suspect, Offender or Arrestee. When the category Arrestee is used, the original Offender Identifier assigned should be used in the Offender Identifier. Arrest information should be null on Subject, Suspect, and Offender segments. AJ=Subject is used to record the victim of a suicide or attempted suicide.

64 OFFENDER IDENTIFIER - 2 characters.

Each offender in the incident is to be assigned a sequence number from 01 to 99. A separate "Offender Segment" should be submitted for each numbered offender. If nothing is known about the offender(s), enter "00" into this data element and leave the rest of the segment null.

65 NAME, LAST - 21 characters.

Enter the last name. The Cadency (Jr., Sr., and III) should be entered in data element 68.

66 NAME, FIRST - 14 characters.

Enter the first name.



67 NAME, MIDDLE - 14 characters.

Enter the middle name.

68 NAME, CADENCY - 4 characters.

Enter the Cadency (Jr., Sr., III) name, if applicable.

69 NAME, ALIAS/NICKNAME - 21 characters; (last name) and 14 characters (first name).

Enter any alias or nickname, if applicable.

70 SSN/ALIEN REGISTRATION DESIGNATOR - 1 character.

Enter "S" if a SSN is provided, an "R" if an alien registration number is provided, or an "T" if a foreign country identification card number is used. "N" is used to denote non-existent or unknown.

71 SSN/ALIEN REGISTRATION - 9 characters.

Enter the Social Security Number or Alien Registration number of the Offender.

72 DATE OF BIRTH (YYYYMMDD) - 8 characters.

Enter the date of birth.

73 CITY OF BIRTH - 20 characters.

Enter the City Name of the place of birth.

74 STATE OF BIRTH - 2 characters.

Allowable codes are in Appendix 2. Enter the Postal State Code of the place of birth.



75 COUNTRY OF BIRTH - 3 characters.

Enter the country code of the place of birth. See FIPS Pub 10-4.

76 AGE - 2 characters; can occur up to 2 times.

The age of the offender is to be entered either as an exact number of years, a range of years, or as unknown. Should the exact age be unknown, an age range can be reported using both occurrences. Any range in years is acceptable.

77 DRIVER'S LICENSE NUMBER - 15 characters.

Enter the driver's license number.

78 DRIVER'S LICENSE SOURCE - 2 characters.

Enter the State issuing the driver's license. Use appropriate postal State code (see Appendix 2), IT=International, or FR=Foreign.

79 OFFENDER'S UNIT IDENTIFICATION CODE (UIC) - 8 characters.

Enter the UIC of the offender/subject/suspect, if applicable.

80 IDENTIFYING MARK TYPE - 1 character.

Allowable codes are:

A=Tattoo  
B=Scar  
C=Mark

The type of mark is to be indicated in this data element.

81 IDENTIFYING MARK LOCATION - 3 characters.

Allowable codes are:



AAA=Left Eye  
AAB=Right Eye  
AAC= Face  
AAD=Scalp  
AAE=Teeth Set  
AAF=Left Hand  
AAG=Right Hand  
AAH=Left Foot  
AAI=Right Foot  
AAJ=Left Upper Leg  
AAK=Right Upper Leg  
AAL=Left Upper Arm  
AAM=Right Upper Arm  
AAN=Right Shoulder  
AAO=Left Shoulder  
AAP=Right Hip  
AAQ=Left Hip  
AAR=Abdomen  
AAS=Chest  
AAT=Back  
AAU=Neck  
AAV=Buttocks  
AAW=Right Lower Leg  
AAX=Left Lower Leg  
AAY=Right Lower Arm  
AAZ=Left Lower Arm  
ABA=Right Wrist  
ABB=Left Wrist  
ABC=Right Ankle  
ABD=Left Ankle

The position on the body of the mark is to be indicated in this data element.

82 IDENTIFYING MARK DESCRIPTION - 30 characters.

A short description of the mark is to be indicated in this data element, (for example, a flower.)



83 HEIGHT - 2 numbers.

The height in inches of the offender is to be indicated in this data element.

84 WEIGHT - 3 numbers.

The weight in pounds of the offender is to be indicated in this data element.

85 ARMED WITH - 2 characters, occurs 2 times.

This data element is to be used to indicate whether the arrestee was armed with a commonly known weapon at the time of his/her apprehension. Up to two (2) entries can be made. Allowable codes are:

- 01=Unarmed
- 11=Firearm (type not stated)
- 12=Handgun
- 13=Rifle
- 14=Shotgun
- 16=Lethal Cutting Instrument
- 17=Club/Blackjack/Brass Knuckles

86 GUN CATEGORY - 1 character; can occur up to 2 times.

Allowable codes are:

- A=Fully Automatic
- M=Manual
- S=Semi-automatic

This data element is used to indicate whether the weapon entered in Armed With is automatic, semiautomatic, or manual. For example, if "Rifle" is entered into Armed With and the "Rifle" is designed to shoot, more than one shot at a time by a single pull of the trigger without manual reloading "Automatic" should be entered into Gun Category.



87 ARREST/CITATION NUMBER (Service specific) - 12 characters.

The tracking number assigned by the agency. Must be present and left justified.

88 ARREST/APPREHENSION DATE (YYYYMMDD) - 8 characters.

The year, month, and day when the arrest took place.

89 ARREST TYPE - 1 character.

Allowable codes are:

O=On-View Arrest

S=Summons

T=Taken into Custody

This data element indicates the type of apprehension. On-View Arrest includes arrests when the arrestee is taken into custody without a warrant or previous incident report. Summoned/cited type are not taken into custody. Taken into custody arrest types are based on warrant and/or previously submitted incident report.

90 ARRESTING ORGANIZATION UIC - 8 characters.

The Unit Identification Number of the arresting military organization.

91 MULTIPLE INCIDENTS CLEARED - 1 character.

Allowable codes are:

C=First Record of Multiple

M=Multiple

This data element is to be used to indicate whether or not the apprehension of the arrestee resulted in the clearance of more than one previously reported incident within the jurisdiction served by the reporting agency. If so, it is important to indicate that there was only one arrestee responsible for the multiple clearances.

This is done by entering "M"= Multiple into all but one of the Arrestee Segments, and by entering "C"= First Record of Multiple into the remaining Arrestee Segment.



92 ARRESTING OFFENSE INFORMATION - 9 characters.

See data elements Offense Statutory Basis (15), Offense Identifier (16), Offense Result (17), and Involvement (18). Code the offense for which the arrestee was apprehended in this data element. If the arrestee was apprehended for more than one offense, the reporting agency is to determine which was the **most serious** offense and enter it as the arrest offense.

93 DETENTION TYPE - 1 character.

Allowable codes are:

N=Non-Uniformed Service  
U=Uniformed Service

This data element indicates whether the detention is DoD (to include Coast Guard) or another Government Agency.

94 DISPOSITION OF PERSON UNDER 18 - 1 character.

Allowable codes are:

H=Handled within Department  
R=Referred to Other Authorities

AP6.7. COMMANDER'S ACTION SEGMENT

95 REFERRAL DATE (YYYYMMDD) - 8 characters, can occur up to 7 times.

The date an action is referred to the appropriate agency for evaluation.

96 REFERRAL AGENCY - 1 character, can occur up to 7 times.

The agency to which a commander refers an individual for assistance. Enter up to seven as appropriate. Allowable values are:



F=Family Advocacy  
E=Equal Opportunity  
M=Mental Health  
D=Drug/Alcohol Abuse Office  
L=Legal Office  
R=Relief Agency  
S=Special Referral

97 REFERRAL AGENCY RESPONSE DATE (YYYYMMDD) - 8 characters, can occur up to 7 times.

The date the agency responds accepting action for this incident.

98 ACTION TAKEN TYPE - 1 character.

This data element characterizes the level of action taken. Allowable values are:

A=No Action Taken  
B=Administrative  
C=Non-Judicial  
D=Judicial

99 NON-JUDICIAL TYPE - 1 character.

If the Action Taken Type is Non-Judicial, this data element defines the level. Allowable codes are:

F=Field Grade (O4 and Above)  
C=Company Grade (O3 and Below)  
S=Summarized  
P=Principal Assistant  
O=Officer Exercising General Court-Martial Jurisdiction  
G=General/Flag Officer

Field and Company Grade are presumed to be the commanding officer. "Summarized" is a local authority capable of handling non-judicial punishment without the ability to adjudge forfeitures and reductions. If the officer exercising General Court-Martial Jurisdiction is a General Officer, "G"=General/Flag Officer should be entered.



100 SANCTION TYPE - 2 characters, can occur up to 10 times.

The type of action taken to resolve the situation. Up to 10 actions may be recorded to describe the action taken. Allowable codes are:

AA=Withholding of Privileges  
AB=Adverse Performance Evaluation  
AC=Mandatory Reassignment  
AD=Transfer  
AF=Denial of Reenlistment or Continuation  
AG=Withholding of Promotion  
AH=Delay of Promotion  
AI=Reduction in Grade  
AJ=Clearance Revocation  
AK=Control Roster  
AL=Promotion Revocation  
AM=Resignation  
AN=Retirement  
AO=Transfer to Inactive Reserve Status  
AP=Administrative Separation  
AQ=Retirement at Lower Grade  
AR=Military Occupational Speciality (MOS) Reclassification  
AS=Counseling  
AT=Nonpunitive Admonition, (Reprimand, Censure)  
AU=Fines  
AV=Extra Duty  
AW=Restricted  
AX=Correctional Custody  
AY=Administrative Separation in Lieu of Trial

101 ACTION INITIATION DATE (YYYYMMDD) - 8 characters.

This data element contains the date the commander's action begins.

102 ACTION APPEALED DATE (YYYYMMDD) - 8 characters.

This data element contains the date the action was appealed, if appropriate.



103 ACTION COMPLETION DATE (YYYYMMDD) - 8 characters.

This data element contains the date the commander's action ends.

104 ON RECORD - 1 character, can occur up to 10 times.

Allowable codes are:

Y=Yes

N=No

If the sanction type could be characterized as on the record, this data element is used, (e.g., counseling, reprimand).

105 SANCTION FORM - 1 character, can occur up to 10 times.

Allowable codes are:

O=Oral;

W=Written.

If the sanction type could be written or oral, this data element is used, (e.g., reprimand, counseling).

106 SANCTION AMOUNT - 9 numbers, can occur up to 10 times.

If the sanction includes an associated amount, this field is used for the amount (e.g., fines, forfeitures).

107 SANCTION DAYS - 5 numbers, can occur up to 10 times.

If the sanction type requires time associated, the number of days is entered into this field.



108 GRADES REDUCED - 1 number, can occur up to 10 times.

If the sanction type is Administrative Reduction of Enlisted Members or Retirement at Lower Grade, this data element is completed with the number of grades reduced.

109 SENTENCE SUSPENDED - 1 character can occur up to 10 times.

Allowable codes are:

Y=Yes;

N=No;

V=Vacation of Suspended Sentence.

This element indicates whether the specified sanction was suspended. Enter "Y" if this part of the sanction is suspended, "N" if not. "V" applies when changes in the Commander's Report of Action Taken Segment are reported based upon the vacation of a suspended sanction.

110 DISCHARGE TYPE - 2 characters.

If Administrative Separation is selected as the Sanction Type, this data element records the type of discharge assigned. Allowable codes are:

HO=Honorable

UH=Under Honorable Conditions (General Discharge)

UN=Uncharacterized

UO=Under Other than Honorable Conditions

111 OFFENSE COMMITTED INFORMATION - 9 characters.

See Appendix 1. See data elements Offense Statutory Basis, Offense Identifier, Offense Result, and Involvement. This element is the offense committed **as determined after appeal.**

112 SEXUAL HARASSMENT RELATED - 1 character.

Allowable codes are:



Y=Yes

N=No

This data element is used to record whether sexual harassment was related to the incident.

113 JUDICIAL ACTION TYPE - 1 character.

This data element indicates the court to handle the commander's referral. Allowable codes are:

A=Referred to Court-Martial

B=Remanded to Civilian Criminal Court

114 CIVILIAN CRIMINAL COURT DISPOSITION - 1 character.

The finding of the civil court is recorded using this element. Allowable codes are:

G=Guilty

N=Not Guilty

D=Deferred

C=Nolo Contendere

115 CIVILIAN CRIMINAL OFFENSE CATEGORY - 1 character.

Allowable codes are:

F=Felony

M=Misdemeanor

This data element details the magnitude of the offense.

116 CIVILIAN COURT LOCATION ZIPCODE - 9 characters.

This is the location of the court.



117 CIVILIAN COURT LOCATION COUNTRY CODE - 2 characters.

This is the country in which the court proceeding was held. See FIPS Pub 10-4.

AP6.8. RESULTS OF TRIAL SEGMENT

118 FINDINGS AND SENTENCE REPORT/REVIEW AUTHORITY CODE - 1 character.

This element denotes the source of the sentence information contained in the segment. The court-martial authority shall submit both the pretrial and the adjudged sentence information. Allowable codes are:

A=Service Secretary  
B=Court-Martial Report Authority  
C=Convening Authority  
D=Clemency and Parole  
E=The Judge Advocate General  
F=Service Court of Criminal Appeal  
G=Court of Appeals for the Armed Forces  
H=Supreme Court  
I=Civil Court  
J=Law Enforcement

119 FINDINGS AND SENTENCE REPORT/REVIEW DATE (YYYYMMDD) - 8 characters.

This data element is used to document the date of the report. It will serve to differentiate between multiple reports on the same incident number by the same Sentence Report/Review authority; e.g., there may be several Clemency and Parole hearings on the same person.

120 COURT TYPE CODE - 4 characters.

This is the type of court martial proceeding that was held. Allowable codes are:

SCM=Summary Court-Martial  
NBCD=Non-BCD Special Court-Martial



SPCM=BCD Special Court-Martial  
GCM=General Court-Martial

121 LOCATION OF COURT MARTIAL UIC - 8 characters.

Enter the Unit Identification Code of the Findings and Sentence Report/Review Authority, Data Element 118.

122 PROMULGATING ORDER NUMBER - 10 characters.

123 PROMULGATING ORDER DATE - (YYYYMMDD) - 8 characters.

124 CONVENING AUTHORITY UIC - 8 character.

Enter the Unit Identification Code of the Convening Authority.

125 FORUM - 1 character.

This data element documents characteristics of the fact-finders composing the court-martial. Allowable codes are:

J=Judge Alone  
O=Officer Members Only  
E=Enlisted and Officer Members

126 CONDITIONS OF PRETRIAL AGREEMENT - 1 character.

Can occur up to 9 times. Enter appropriate terms specified in the pretrial agreement. "Special Terms" is intended to capture unusual types of pretrial agreements. Allowable codes are:

M=Military Judge Only  
N=Noncapital  
R=Restitution  
L=Referral to Lower Court  
T=Testimony  
C=Confinement Limitation



F=Forfeiture Limitation  
G=Reduction in Grade Limitation  
A=Allotment to Family  
V=Allotment to Victim  
D=Deferment of Confinement  
S=Special Terms

127 EXCEPTIONAL TRIAL CLEARANCE - 1 character.

This data element is used to track the disposition in cases sent to court-martial but not completed. Allowable codes are:

A=Charges Withdrawn  
C=Victim/Witness Refused to Cooperate  
D=Other Legal Ban

128 CHARGE NUMBER - 2 characters.

Can occur up to 20 times. This data element captures the charge number from the charge sheet. Any combination of charges and specifications up to 20 can be submitted. If more than 20 occurrences would be required to document the proceeding, the reporting agency should use its best judgment on how to best describe the incident. The Charge Number may be repeated, but it can not be null for a repeating group containing data.

129 CHARGE OFFENSE INFORMATION<sup>1</sup> - 9 characters, can occur up to 20 times.

See Appendix 1. See data elements Offense Statutory Basis, Offense Identifier, Offense Result, and Involvement.

130 OFFENSE DESCRIPTION - 20 characters, can occur up to 20 times.

This data element contains a short text explanation of the offense.

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<sup>1</sup> Offense Information includes the four data elements that describe the offense code: the Offense Statutory Basis (15), Offense Identifier (16), Offense Result (17), and Involvement (18).



131 SPECIFICATION NUMBER - 2 characters, can occur up to 20 times.

This data element is assigned to specific instances of the offense. For each Specification, a plea, and a finding are required. If either the Plea or the Finding is for Lesser Included Offense, a Lesser Included Offense Code is required. The Specification Number can not be null for a repeating group containing data.

132 PLEA - 1 character, can occur up to 20 times.

This data element indicates whether the defendant entered a plea of guilty, not guilty, or guilty to a lesser included offense. If guilty to a lesser included offense is selected, the Offense Identifier should be entered under Lesser Included Offense Code. Allowable codes are:

G=Guilty

N=Not Guilty

L=Lesser Included Offense

R=Not Guilty by Reason of Insanity

133 LESSER INCLUDED OFFENSE INFORMATION (Plea)<sup>1</sup> - 9 characters, can occur up to 20 times.

If the plea is a Lesser Included Offense, this data element is required to document the offense code plead.

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<sup>1</sup> Offense Information includes the four data elements that describe the offense code: the Offense Statutory Basis (15), Offense Identifier (16), Offense Result (17), and Involvement (18).



135 FINDING - 1 character, can occur up to 20 times.

This data element indicates whether the defendant was judged guilty, not guilty, guilty of a lesser included offense or guilty of the charged offense with exceptions and/or substitutions. If guilty to a lesser included offense is selected, the offense code should be entered under Lesser Included Offense Code. Allowable codes are:

G=Guilty  
N=Not Guilty  
L=Lesser Included Offense  
R=Not Guilty by Reason of Insanity

136 LESSER INCLUDED OFFENSE INFORMATION (Finding)<sup>1</sup> - 9 characters, can occur up to 20 times.

If Lesser Included Offense is entered in the Finding, this data element is required to document the offense code specified in the Finding.

138 DATE ADJUDGED (YYYYMMDD) - 8 characters.

This element contains the year, month and day the sentence is pronounced.

139 SENTENCE SUSPENDED - 1 character, can occur up to 9 times.

Allowable codes are:

Y=Yes  
N=No  
V=Vacation of Suspended Sentence

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<sup>1</sup> Offense Information includes the four data elements that describe the offense code: the Offense Statutory Basis (15), Offense Identifier (16), Offense Result (17), and Involvement (18).



This element indicates whether the specified sentence was suspended. Enter "Y" if this part of the sanction is suspended, "N" if not. "V" applies when changes in the Results of Trial Segment are reported based upon the vacation of a suspended sentence in accordance with Article 72 of the UCMJ. If a portion of a specific sentence type (e.g., \$100 of a \$500 fine) is suspended, two separate elements with the same sentence type must be submitted, one with Sentence Suspended=Y and \$100, and one with Sentence Suspended=N and \$400. The Sentence Suspended code applies to the Sentence Type in the same repeating segment.

140 SENTENCE AMOUNT - 5 numbers, can occur up to 9 times.

Use this data element to record the appropriate amount for Sentence Types: Specified Forfeitures, Fines.

141 SENTENCE DAYS - 5 numbers, can occur up to 9 times.

This data element is used to record in **days** the sentence for Sentence Types: Restriction, Hard Labor without Confinement, and Specified Confinement.

142 SENTENCE GRADES REDUCED - 1 number, can occur up to 9 times.

If Sentence Type is Loss of Numbers or Reduction in Grade, this data element is used to specify the number of grades.

143 SENTENCE TYPE - 1 character, can occur up to 9 times.

This data element is used to describe the provisions of the sentence. Up to nine types of punishment may be recorded, as appropriate. If Specified Forfeitures or Fines is selected, the Sentence Amount must be included. If Reduction in Grade is selected, the Sentence Grades Reduced must be included. If Restriction, Hard Labor without Confinement, or Specified Confinement is selected, Sentence Days is required. If Discharge/Dismissal is selected, Discharge Type is required. Allowable codes are:

A=No Punishment  
B=Reprimand  
C=Restriction



D=Hard Labor without Confinement  
E=Specified Confinement  
F=Confinement for Life  
G=Specified Forfeitures  
H=Total Forfeitures  
I=Fines  
J=Reduction in Grade  
L=Discharge/Dismissal  
M=Death

144 DISCHARGE TYPE - 2 characters, can occur up to 9 times.

This data element records the type of discharge adjudged as part of a court-martial sentence. Enter the discharge type included in the sentence. Allowable codes are:

BC=Bad Conduct Discharge (BCD)  
DI=Dishonorable Discharge (DD)  
DS=Dismissal

145 PRETRIAL CONFINEMENT DAYS - 3 numbers.

Enter the days of pretrial confinement, if appropriate.

146 JUDICIALLY ORDERED CREDIT DAYS - 4 numbers.

Enter the Judicially Ordered Credit days , if appropriate.

147 CONFINEMENT DEFERRED BEGIN DATE (YYYYMMDD) - 8 characters.

If confinement is deferred enter the date the deferment began.

148 CONFINEMENT DEFERRED END DATE (YYYYMMDD) 8 - characters.

If confinement is deferred, enter the date the deferment ends.



149 NUMBER OF PRETRIAL VICTIMS NOTIFIED (DD Form 2702) - 3 numbers.

Enter the number of victims notified.

150 NUMBER OF PRETRIAL WITNESSES NOTIFIED (DD Form 2702) - 3 numbers.

Enter the number of witnesses notified.

151 NUMBER OF POST-TRIAL VICTIMS NOTIFIED (DD Form 2703) - 3 numbers.

Enter the number of victims notified.

152 NUMBER OF POST-TRIAL WITNESSES NOTIFIED (DD Form 2703) - 3 numbers.

Enter the number of post-trial witnessed notified.

153 NUMBER OF VICTIMS ELECTING TO BE NOTIFIED (DD Form 2704) - 3 numbers.

Enter the number of victims electing to be notified.

154 NUMBER OF WITNESSES ELECTING TO BE NOTIFIED (DD Form 2704) - 3 numbers.

Enter the number of witnesses electing to be notified.

AP6.9. CORRECTIONS SEGMENT

155 REPORT DATE (YYYYMMDD) - 8 characters.

Enter the official date for the reporting period. This would usually be the last day of the month.



156 REPORT TIME - 4 characters (24 hour).

Enter the report time.

157 MAIDEN NAME - 20 characters.

Enter the birth name.

158 CONFINEMENT FACILITY UIC - 8 characters.

Enter the unit identification number of the reporting facility.

159 GANG NAME - 20 characters.

Enter the name of the gang the prisoner is associated with, if appropriate.

160 GANG LOCATION CITY - 20 characters.

Enter the location of the gang entered in Gang Name.

161 GANG LOCATION STATE - 2 characters.

Enter the standard postal code for the location of the gang entered in Gang Name.

162 CULT/EXTREMIST NAME - 20 characters.

Enter the name of the cult the prisoner has an association with, if appropriate.

163 CULT/EXTREMIST LOCATION CITY - 20 characters.

Enter the location of the gang entered in Cult Name.

164 CULT/EXTREMIST LOCATION STATE - 2 characters.

Enter the standard postal code for the location of the gang entered in Cult Name.



165 PRETRIAL CONFINEMENT BEGIN DATE (YYYYMMDD) - 8 characters.

Enter the year, month and day the pretrial confinement began.

166 PRETRIAL CONFINEMENT END DATE (YYYYMMDD) - 8 characters.

Enter the year, month and day the pretrial confinement ended.

167 PRETRIAL CONTROLLING OFFENSE INFORMATION<sup>1</sup> - 9 characters.

Enter the offender's primary offense.

168 POST-TRIAL CONFINEMENT DATE (YYYYMMDD) - 8 characters.

Enter the year, month and day the prisoner arrived at the facility.

169 CONFINEMENT REASON GAINED - 1 character.

This data element details the reason the confinee was sent to the facility. Allowable codes are:

A=New Sentence  
B=Parole Revocation  
C=Returned Escapee  
D=Transfer  
E=Vacated Suspension  
F=Pretrial Confinement

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<sup>1</sup> Offense Information includes the four data elements that describe the offense code: the Offense Statutory Basis (15), Offense Identifier (16), Offense Result (17), and Involvement (18).



170 POST-TRIAL CONTROLLING OFFENSE INFORMATION<sup>1</sup> - 9 characters.

Enter the post-trial primary offense.

171 LOSING CONFINEMENT FACILITY UIC - 8 characters.

This data element contains the unit identification number of the facility transferring the prisoner, when Confinement Reason Gained is "D" Transfer from Another Facility.

172 MINIMUM RELEASE DATE (YYYYMMDD) - 8 characters.

This data element contains the year, month and day of the earliest possible release of the prisoner.

173 FULL-TERM RELEASE DATE (YYYYMMDD) - 8 characters.

This date specifies the year, month and day of the latest possible release of the prisoner.

174 CLEMENCY ELIGIBILITY DATE (YYYYMMDD) - 8 characters.

Enter the year, month and day when the prisoner is eligible for clemency review.

175 PAROLE ELIGIBILITY DATE (YYYYMMDD) - 8 characters.

Enter the year, month and day the prisoner is eligible for parole.

176 RELEASE DATE (YYYYMMDD) - 8 characters.

Enter the year, month and day the prisoner is actually released.

177 RELEASE REASON - 1 character.

Enter the reason for release. Allowable codes are:

A=Appellate  
C=Clemency  
D=Death



E=Escape  
I=Investigative Officer's Release  
L=Emergency Leave  
M=Magistrate's Release  
O=Overturned  
P=Parole  
R=Returned to Duty  
T=Transfer  
X=Expiration of Sentence

178 RELEASE AGENCY NAME - 20 characters.

This data elements contains the name of the agency to whom the prisoner is released, if the prisoner is paroled or transferred.

179 RELEASE LOCATION ZIPCODE - 9 characters.

If the prisoner is paroled, or data element 194 is "yes," enter the zipcode where the prisoner will live.

180 FATALITY REASON - 1 character.

If Release Reason is "death" enter the reason for death. Allowable codes are:

E=Execution  
N=Natural Causes/Illness  
S=Suicide  
H=Homicide  
A=Accident

181 FATALITY ASSOCIATED FBI LOCATION NUMBER - 9 characters.

If Release Type is "death" enter the FBI LOCATION Number created for the investigation, if appropriate.



182 FATALITY ASSOCIATED INCIDENT NUMBER - 12 characters.

If Release Type is "death" enter the Incident Number created for the investigation, if appropriate.

183 ESCAPEE RETURNED TO CUSTODY DATE (YYYYMMDD) - 8 characters.

Enter the year, month, and day an escaped prisoner is returned to a military confinement facility.

184 FEDERAL BUREAU OF PRISONS TRANSFER FACILITY CODE - 3 characters.

This code is assigned to Bureau of Prisons institutions. See Appendix 5. It is used when data element 177 is "T" and the transfer is to a Federal Bureau of Prisons Facility.

185 MILITARY TRANSFER FACILITY UIC - 8 characters.

Enter the unit identification code of the facility to which the prisoner is being transferred. This data element is only used when data element 177 is "T" and transfer is to a military facility.

186 NUMBER OF VICTIMS ELECTING NOTIFICATION - 2 numbers.

Enter the current number of victims electing to be notified of prisoner status changes.

187 NUMBER OF WITNESSES ELECTING NOTIFICATION - 2 numbers.

Enter the current number of witnesses electing to be notified of prisoner status changes.

188 NOTIFICATION BEGIN DATE (YYYYMMDD) - 8 characters.

Enter the year, month, and day the victims and witnesses were notified.

189 NOTIFICATION REASON - 1 character.

Enter the reason for the victim or witness status notification. Allowable codes are:



A=Parole Eligibility Date  
B=Clemency Eligibility Date  
C=Parole Hearing  
D=Clemency Eligibility Date  
E=Transfer  
F=Escape  
G=Returned Escapee  
H=Release  
I=Initial Contact

190 NUMBER OF VICTIMS TERMINATING NOTIFICATION - 2 numbers.

Enter the number of victims terminated from the notification program upon request in this reporting period.

AP6.10. ADDITIONAL ELEMENTS

191 NUMBER OF WITNESSES TERMINATING NOTIFICATION - 2 numbers.

Enter the number of witnesses terminated from the notification program upon request in this reporting period.

192 OFFENSE LOCATION COUNTRY CODE - 2 characters.

Enter the Country Code from FIPS PUB 10-4 of the actual location of the incident. If data element 24, U.S. State or Possession, is coded, data element 192 should be null. The Offense Location Country Code should only be entered for OCONUS (not U.S. Territories) locations.

193 SENTENCE DAYS DEFERRED - 5 numbers, can occur up to 9 times.

If the sentence is deferred for fines, forfeitures, or reduction in grade, enter the number of days deferred.



**194 SEX OFFENDER PROCESSING REQUIRED – 1 character.**

Enter "Y" if the offender has been convicted of a sexually violent offense or an offense involving a victim who is a minor. The following offenses punishable under the Uniform Code of Military Justice shall trigger requirements to notify State and local law enforcement agencies and to provide information to inmates concerning sex offender registration requirements.

<u>UCMJ</u> <u>Article</u>	<u>DIBRS</u> <u>Code</u>	<u>Offense</u>
120	120A	Rape
120	120B1/2	Carnal Knowledge
125	125A	Forcible Sodomy
125	125B1/2	Sodomy of a Minor
133	133D	Conduct Unbecoming an Officer (involving any sexually violent offense or a criminal offense against a minor)
134	134B6	Prostitution Involving a Minor
134	134-C1	Indecent Assault
134	134-C4	Assault with Intent to Commit Rape
134	134-C6	Assault with Intent to Commit Sodomy
134	134-R1	Indecent Act with a Minor
134	134-R3	Indicent Language to a Minor
134	134-S1	Kidnapping of a Minor (by a person not parent)
134	134-Z	Pornograph Involving a Minor
134	134-Z	Conduct Prejudicial to Good Order and Discipline (involving any sexually violent offense or a criminal offense against a minor)
134	134-Y2	Assimilative Crime Conviction (of a sexually violent offense or a criminal offense against a minor)
80		Attempt (to commit any of the foregoing)
81		Conspiracy (to commit any of the foregoing)
82	082-A	Solicitation (to commit any of the foregoing)

**195 DATE NOTIFICATION OF RELEASE PROVIDED TO STATE – 8 characters.**

Enter the year, month and day the State and local law enforcement agency is notified that the prisoner is to be released.

**196 DATE PRISONER NOTIFIED OF STATE REGISTRATION - 8 characters.**

Enter the year, month, and day the prisoner is notified that registration as a sex offender with State and local law enforcement is required.